



COVID-19 Option

Fort Campbell CYS childcare options are available for Mission Essential Personnel only at this time. We understand that you may elect to not bring your child to care out of precaution. If you choose not to utilize our services during this time (a minimum of five consecutive days is required for this option and a maximum of 30 days), please complete this form and turn it in to your childcare center. You will not be at risk of losing your space or any unused vacation time. Please allow 72 hours for any adjustments or corrections to your billing.

Sponsor Name: _____

Child's Name: Last, First	Center	Effective Dates of COVID-19 Option
		_____ to _____
		_____ to _____
		_____ to _____
		_____ to _____

By signing below, I understand that I will not be able to bring my child(ren) intermittently during the time allotted. Upon returning to care, my bill will run at a full or prorated amount.

*This form does not withdraw your child(ren) from care. It only allows your bill to be adjusted using the COVID-19 option. If you need to permanently withdraw your child(ren) from our centers, you must give a 2 week written notice to your facility.

Print

Sign

Date

 Administrative Use Only Below This Line

Please print, fill out this form and submit it to your center(s) director.

Received By: _____ Date: _____

Child's Last Date in Care (per CYMS): _____

Date(s) Bill Adjusted and Clerk Initials: _____
