

Woodfall Primary and Nursery School

Parental Agreement – Notice of Withdrawal

Agreement for Notice Period of Withdrawal

This agreement confirms that the parent(s)/guardian(s) of the child named below understand and accept the nursery's policy regarding notice of withdrawal.

Notice Period Policy:

If you wish to withdraw your child from the Nursery, then we require a **full half term's notice** in writing.

If notice is not given, **a full half term's fees will be charged** in lieu of notice.

Child's Information

- **Full Name of Child:** _____
 - **Date of Birth:** _____
-

Parent/Guardian Information

- **Name of Parent/Guardian:** _____
 - **Contact Number:** _____
 - **Email Address:** _____
-

Declaration

I confirm that I have read and understood the above notice period policy. I agree to abide by this policy and accept that if I do not provide a full half term's written notice, I will be liable to pay the full half term's fees.

Parent/Guardian Signature: _____

Date: _____

For Nursery Use Only

I confirm that the above policy has been explained and agreed with the parent/guardian.

Nursery Manager/Office Representative Signature: _____

Date: _____