



Lincoln County R-III School District

951 West College | Troy, MO 63379 p(636)462-5073 | f(636)462-5074

Kim Eveland, Latchkey Coordinator evelandk@troy.k12.mo.us

Latchkey Change of Schedule

(This change will take effect the next billing cycle, as our policy does ask for a 2 week notice for any changes in schedule)

Child's Name _____

School Name _____

<u>Current Schedule:</u>			<u>New Schedule:</u>		
Monday	AM	PM	Monday	AM	PM
Tuesday	AM	PM	Tuesday	AM	PM
Wednesday	AM	PM	Wednesday	AM	PM
Thursday	AM	PM	Thursday	AM	PM
Friday	AM	PM	Friday	AM	PM

I **NO** longer need Latchkey Services

Effective Date: _____

REMEMBER- you are charged monthly for what you sign up for, even if your child is not in attendance. Should you need to change your schedule, you will need to give a 2-week notice

Parent Signature

Date

Latchkey Leader initial: _____

Date Received: _____

Latchkey Coordinator initial: _____

Date Received: _____

