



50 Dunham Ridge Rd, Beverly
1 Scott's Way, Essex
225 Maple St, Middleton
16 River St, Middleton
185 Lynn St, Peabody
17 Mill St, South Hamilton
50A Audubon Rd, Wakefield

WITHDRAWAL REQUEST FORM

School Location: _____

Today's Date: _____

Child's Name: _____

DOB: _____

Child's Current Class Name: _____

WITHDRAWAL REQUEST

PLEASE NOTE: Please remember to provide at least **four weeks written notice** before your child's last day to apply the remainder of your deposit to your last week's billing.

My child's last day will be ____/____/____.

Reason for withdrawal:

Parent/Guardian Signature: _____ Date: _____

OFFICE USE ONLY

Withdrawal Request ___ Approved ___ Partial Approval ___ Denied

NOTES:

Parent/Guardian Signature: _____ Date: _____

Director's Signature: _____ Date: _____