Summer Place
Change in Daily Routine Form

In order to insure the safety and appropriate supervision of your child, please keep the Summer Place staff informed of any change in his/her daily routine, either by calling the office **(768-4432)** by 10:00 a.m. or by giving written notice to your child's home group counselor upon arrival to camp. We encourage you to use this easy-to-complete form whenever you need to notify us of a change. Additional copies are available on the Summer Place Website www.summerplaceprograms.com, or at the University of Hartford Sports Center.

Please note that children may not be picked up between 4:00 p.m. and 4:30 p.m. If you need to pick up your child early, you must therefore do so before the end of his/her last class. For information on class location, you can call the office.

Thank you for your cooperation!

(Please print in ink)

Child's Name _____ Name of Parent _____

Daytime Phone_____

Unit Color: Red ☐ Light Blue ☐ Green ☐ Royal ☐

☐ Will be picked up by _____ on _____ at _____
person picking up child day/date time
from _____.
name of class or sport activity (call office for specific class location)

☐ Will not ride on **a.m.** Bus # _____ from _____, on _____.
1, 2, or Door-to-door bus stop day/date

☐ Will not ride on **p.m.** Bus # _____ to _____, on _____.
1, 2, or Door-to-door bus stop day/date

☐ Will not attend **a.m.** Extended Hours on _____.
day/date

☐ Will not attend **p.m.** Extended Hours on _____.
day/date

Please use the space below for further explanation or to indicate changes other than those listed above.