

Kitty's Kids at Shady Grove, Inc.  
P.O. Box 8  
Mechanicsville, VA 23111  
(804) 559-7690

**REQUEST FOR VACATION DISCOUNT  
CHILDCARE & SCHOOLAGE PROGRAM**

Student Name: \_\_\_\_\_

Week of Vacation: \_\_\_\_\_

I am requesting the above mentioned week be classified as "Vacation Discount" week at ½ price. My child will not attend at all during this week.

Parent Signature: \_\_\_\_\_ Date Requested: \_\_\_\_\_

Director's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**VACATION DISCOUNT POLICY**

Students attending as "Drop-In" students or students enrolled in a Traditional 3's or Traditional PreK class (September – May) do not qualify for a vacation discount. For all other classes, a maximum of two weeks of vacation may be taken and paid for at ½ of the program weekly rates provided your child does not attend at all during the specified week. Vacation must be used during the current school/summer term (September – August) and may not be carried over. The office staff will need to be notified prior to taking this vacation discount. If the vacation week occurs during a week with discounted tuition (ex. Thanksgiving or Christmas), the vacation credit will be calculated based off of the discounted tuition.