

For the Spring 2010 terms, we will be processing childcare requests differently than in the past. Instead of submitting a Childcare Request Form, we instead ask that you submit your request by e-mail only, to [swi@sbts.edu](mailto:swi@sbts.edu). As in the past, we will not begin to accept childcare requests until January 1, 2010. Starting on January 1, we will process requests on a first come, first serve basis. Please refer to the sample e-mail request below and include the same information in your own e-mail.

We again encourage dads to stay home with the children if at all possible. We have a limited number of spaces available in each age group. We will do our best to accommodate everyone until all the spaces are filled. We will fill requests based on the order in which they are received AFTER JANUARY 1.

### **SAMPLE E-MAIL REQUEST**

*I would like to request childcare for my kids while I attend SWI. My husband is working and/or attending class during the time of my classes, and therefore unable to care for them. I will need childcare for:*

*Term III – Thursday night – I will need STANDING childcare, every week*

*Term IV – Wednesday morning only – I will need OCCASIONAL childcare*

*Child Information:*

*Carson – June 13, 2008; age as of Jan. 1 is 18 months; no known allergies*

*Madalyn – October 17, 2008; age as of Jan. 1 is 14 months; no known allergies*

*Parent Information:*

*Trent & Kristi Hunter*

*502.897.4816 (day)*

*502.555.9319 (evening)*

*thehunterhome@e-mail.com - preferred e-mail*