

CHILD'S PARADISE
DAY CARE
CENTRE



CHILDCARE CONTRACT

This agreement is between Child's Paradise Day Care Centre (CENTRE), providing childcare at 450 O'Brien Rd Renfrew, Ontario K7V3Z2, and parents (PARENTS): _____, of child(ren)(CHILD): _____ who will attend that care.

I/we acknowledge that I/we have received a copy of the Parent Handbook Policies and Procedures developed by Child's Paradise Day Care Centre. I/we agree to abide by these Policies and Procedures. If there are any policies and/or procedures with which I/we do not agree, Child's Paradise Day Care Centre must be notified in writing of the disagreement. The policies and procedures in the Parent Handbook are reviewed annually and as needed.

(Parent/Guardian Signature)

The CENTRE agrees to:

- Provide childcare from: _____ (start time) to _____ (finish time), beginning on: _____ for the weekdays of []M []T []W []T []F []S []S , except on recognized Holidays, Professional Development May Day, and possibly between Christmas and New Year's when the Centre may be closed.
- Provide two snacks and one lunch per day which comply with Canada's Food Guidelines
- Provide daily activities and learning materials that entertain, educate and develop the CHILD, in accordance with the ELECT Document, How Does Learning Happen Document, the Child Care Early Years Act (CCEYA), and the Ministry of Education
- Provide items for personal hygiene, safety, and general day-to-day care items for the CHILD.
- Provide income tax receipts for the previous year.

The PARENTS agree that they will:

- Drop off and pick up the CHILD within the times set above. The PARENTS will call the CENTRE if they will be late picking up their CHILD.
- Inform the CENTRE of illness, communicable disease, or problems with their CHILD that could affect the other children in the care of the CENTRE and keep the CHILD home when presenting any of the signs of illness as outlined in the Parent Handbook.
- Complete Registration, Child Development, Registration & Emergency Information & Permission Forms
- Supply the CENTRE with the following items necessary for the care of their CHILD:
[]Diapers []Special Diet Foods []Extra Clothing []Indoor Shoes []Other item: _____
- Ensure CHILD's Immunizations are up-to-date, and provide copy of the Immunization Record.
- Comply with all requirements and Policies of Child's Paradise Day Care Centre

General Attendance and Billing Guidelines:

- PARENTS agree to give two (2) weeks' notice of intention to take vacation and agree to pay the CENTRE the agreed-to-fees for the time their family is on vacation in order to retain a child care space for their CHILD
- Both parties agree to give two (2) week written notice to the respective party should either the PARENT or the CENTRE decide to terminate this agreement. If two weeks written notice is not provided, the PARENT will be responsible for paying the fees in absence of notice or a portion thereof, if agreed to, and the CENTRE agrees to reimburse the PARENT for already paid services of the same.
- Both parties agree that if other arrangements are made for childcare during time when the CHILD is scheduled to be cared for at the CENTRE, the PARENTS will pay for the service regardless of whether or not the child attended Child's Paradise Day Care Centre.
- Children in Before&After School Programs will be expected to attend and/or will be billed for Full-Day Program on days in which buses are not running. As children come off School Bus for After School Program, children are signed into the care of Child's Paradise Day Care staff prior to leaving with parents.
- **All Holidays are charged based on scheduled attendance for that day.**

The parties agree that in exchange for the childcare services, the PARENTS will pay the CENTRE the following fees:

1. Two-week deposit \$_____ due upon signing and execution of this agreement. This deposit applies to the last two weeks of care (when 2-wk notice given).
2. \$_____ per day/hour, for _____ base day. ***If child is scheduled for School Readiness Base Day of 9:00-3:00 and remains at the Centre past 3:00, the bill will reflect the Standard Base Day Rate of \$_____ for that day.
3. The bi-weekly childcare bill is due and payable within one week of receiving the bill. \$5.00 per day late fee will be charged if bill is not paid within a week of receiving the childcare bill.
4. \$ 1.00 per minute if a CHILD remains in the CENTRE past 6:00. Time will be calculated using clocks at the CENTRE.
5. \$ 1.50 per half-hour or portion of half-hour per CHILD over and above the 7:30-4:30 base day.
6. \$10.00 fee for returned cheques, plus \$5.00 per day late fees until balance is settled.

Requesting Changes:

- If increases to these predetermined hours/days of care are required, parents may make a verbal (Note-written request in advance is required for subsidy approval) or written request to use additional childcare. If space allows (and approval is granted) the child will be permitted to attend.
- If decrease to these predetermined hours/days of care is required, 2 weeks' written notice must be given or the child will be considered absent/on vacation and will be billed according to scheduled attendance.
- Any changes with regards to fees, hours of care, terms of care and/or billing must be made with two (2) weeks' notice by the CENTRE and the PARENTS.
- Billing for additional days/hours used beyond the predetermined days/hours will be charged in the following billing period. Extended Hours used are billed at the beginning of the following month.
- Any permanent changes to attendance will require a new Childcare Contract to be completed.

Both parties agree to the following miscellaneous terms and provisions:

This contract is legally binding and subject to enforcement through any lawful means. Default is liable for attorney fees, court costs, and any other expenses incurred in enforcement.

Signature of Operator of Child's Paradise Day Care Centre

Parent/Guardian Signature

Date

Date

REVIEWED ON (Date): _____

NOTES: _____

REVIEW AGREED TO BY (Signatures): _____

REVIEWED ON (Date): _____

NOTES: _____

REVIEW AGREED TO BY (Signatures): _____