Child Care Contract

**Frosty’s Learning Academy**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s Name, Date of Birth

Parent/Legal Guardian Address Telephone Number

Parent/Legal Guardian Address Telephone Number

**Philosophy:** We believe our job as a Child Care Providers is to support the role of the parent. We will strive to enhance the physical, emotional and cognitive growth of each and every child. We use only positive methods of child guidance.

We are a licensed child care program inspected by the State of Maine. We operate our facility in compliance with the State Rules for child care programs. Our child care programs meet or exceeds all licensing, fire, health, and safety requirements. Therefore, we require that immunization records or a statement of philosophical belief that precludes immunization be provided for all children before we will provide care.

**Programs hours of operation**: **7:00AM until 6:00PM**

**Circle all that apply**: Monday Tuesday Wednesday Thursday Friday

The hours for my child will begin at \_\_\_\_\_\_\_\_\_\_\_and I will pick up my child at\_\_\_\_\_\_\_.

**Rates:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Full Time- Infant | Full Time Toddler | Full Time Preschool | Afterschool Care- School in session | Afterschool Care- Vacations/Summer |
| $250/ $60 daily rate | $230/ $55 daily rate | $210/ $50 daily rate | $125/ $35 daily rate | $200/ $45 daily rate |

In the event of an emergency, you agree to contact us soon as possible to let me know what time you will arrive. Excessive late pickups may result in the discontinuation of services to your child(ren).

We shall receive tuition payment of $\_\_\_\_\_\_\_\_\_\_\_\_ per week. The family shall issue payment, in full, one week before care is to begin and every consecutive week thereafter, including during any family or provider vacations, summer, public school breaks, holidays, etc.

We offer 10% off the oldest child for all families of 3+.

**For all new families, please enclose the non-refundable deposit of the $50.00 registration fee and the first week’s tuition. Please make all checks payable to: Frosty’s Learning Academy.**

A **$10 late fee** will be added per business day if payment is not received by 6 PM on Friday. Late fees are due at the time of payment. Excessive late payment may result in the discontinuation of services to your child(ren). If no payment has been made by Monday morning, your child will not be allowed to attend child care. Checks that are returned for insufficient funds will be subject to a $25 charge.

If your child(ren) will not be in care on Friday, you may leave a post-dated check for Friday’s date. If you will be on vacation, you must leave a post-dated check the week before unless you will be able to drop it off on the Friday of your vacation.

Each child will enter the child care on a 2-week trial basis. Within this period, either the parent or provider may discontinue the contract with no notice. After the initial 2-week trial basis, the parent agrees to give a minimum of 2-week notice (with two additional full weeks of payment) before withdrawing their child or agrees to pay two weeks of fees in lieu of notice. The provider agrees to provide two weeks of notice before discontinuing services. If your child presents a severe safety risk to other children, they may be asked to leave immediately.

**Holidays will include**: New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, and Christmas.

Parents must provide diapering needs, additional clothing, and any special dietary needs for their child(ren).

By signing this contract, you are allowing your child to be photographed. Images may be used for:

 [ ]  program records [ ] social media or advertising [ ] display with the program.

State of Maine states that all licensed child care providers are mandated reporters, meaning we are required by law to report any and all suspected child abuse and/or neglect.

By signing this contract, all parties agree to abide by the written policies of the provider. Failure by the provider to enforce any terms in the contract does not waive the right of the provider to enforce any other terms of the contract. Any amendments to the policies will follow a 1-week notice period before they go into effect.

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