

Daycare Services Care Agreement

Terms of Agreement

Fees

- Upon completion of registration, fees for the first and last week of the child's care must be paid.
- Fees are to be paid by cash on a _____ basis. Fees are due on the first day of care each _____. Cheques are accepted but must be paid one week in advance. A fee of _____ will be charged for any NSF cheques.
- If your child is required to leave early or arrive late full fees are required for that day.
- One weeks vacation will be allowed per ____ months where no fee is expected. (beginning from your child's first day)
- If your child is unable to attend for any reason other than a scheduled vacation full fees must be paid.
- **Fees are non refundable.**

Closures / Holidays

- Our daycare reserves the right to close for vacation and will provide parents with at least two weeks notice.
- Our daycare is also closed on all Statutory holidays and weekends.

Items the parent will supply to be kept at the daycare:

- diapers
- formula
- hat for sun or cold
- slippers with a non slip sole for indoor use
- sunscreen
- one extra set of pants, shirt and socks

The parent will ensure their child arrives with weather appropriate clothing and footwear daily.

Items supplied by Our DayCare Services:

- Bed linens that are laundered weekly. Parents may provide their own bedding if preferred, these items will be returned to parents at the end of each week for laundering.
- Breakfast, snacks and lunch.
- A daily written report for each child.
- An invoice for fees that may also be used as a receipt for tax purposes.

Items requested by Our DayCare Services:

1. A copy of your child(s) immunization records.
2. Written parental consent for our daycare to administer any prescriptions or other medication to your child or children as per bottle instructions.

Termination of child care agreement

For the termination of care, both parties agree to submit in writing two weeks notice. Our daycare reserves the right to terminate care at their discretion if in their opinion the child is a hazard to the safety or rights of others or who appears to have rejected the reasonable expectations of the daycare. Written notification will be given by us for any increase in [childcare](#) fees, changes in requirements and unavoidable or unscheduled closing unless by emergency.

Date: _____

Signature: _____

Daycare Services Care Agreement

The following agreement is made between _____ daycare AND:

Parents Name: _____
Parents Name: _____
Address _____
Address: _____
City/Province _____ Postal Code _____
Phone: _____ Cell: _____
Phone: _____ Cell #2: _____
Parents Work: _____ Phone: _____
Parents Work: _____ Phone: _____

For the provision of care for:

Childs Name: _____ Date of Birth: _____
Childs Name _____ Date of Birth: _____
Childs Name _____ Date of Birth: _____

For the scheduled hours:

Day:	Monday	Tuesday	Wednesday	Thursday	Friday
Hours:					

At the agreed upon rate of: _____ Beginning: _____

Medical Information

Doctors Name: _____ Phone: _____
Address: _____
Health Card: _____
Allergies: _____

Emergency Contact Information

Name: _____
Address: _____ Phone: _____
Address: _____ Cell: _____
Relationship: _____

I have read and agree to the terms set out by this agreement and confirm that all information on this form to be true to the best of my knowledge.

Date: _____ Signature: _____

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*Additional Information that may aid in the care of my child:
[likes, dislikes, sleeping habits, etc.]*

- I give permission for my child to use all play equipment and to participate in all activities both indoors and out.
- I give permission for my child to leave the [daycare](#) location on short outings such as a walk in town under the supervision of the daycare.
- I give permission for my child to be photographed for use in the daycare and for advertising purposes. Optional circle Y or N
- I give permission for the daycare to take whatever steps may be necessary to obtain emergency medical care if needed.

Date: _____ Signature: _____

- I give permission for the daycare to release my child to only the people listed below, with the proper I.D. Otherwise, the child will be held until the parent or guardian can be contacted.
- I agree to notify the [daycare](#) if there are any changes with regards to the persons mentioned below, and realize I am responsible for notifying the daycare of any said changes.

The daycare may release my child to:

Name: _____ Phone: _____
Address: _____
Relationship: _____

Name: _____ Phone: _____
Address: _____

Name: _____

Date: _____ Signature: _____