

Jennifer James Daycare Center

Parent / Provider Contract

This contract is between _____, parent(s) of _____ and Jennifer James Daycare and is effective as of _____.

Both parties agree to the following terms:

Your Jennifer - James contract schedule:

	Time In		Time Out	Total	Cost
Monday		to			
Tuesday		to			
Wednesday		to			
Thursday		to			
Friday		to			
Saturday		to			
Sunday		to			

PICKUP TIME IS 6:00 PM FOR REGULAR FULL TIME DAY HOURS DAYCARE.

Late Fees: Childcare Contract is 9 hours a day. Early drop off or late pick up exceeding 9 hours a day shall be subject to the following fee:

15 minute late pickup \$ 10.00

30 minutes late pickup \$20.00

Absences

If you plan to keep your child home due to illness, or any other reason, you must notify me no later than your regular drop off time. I also expect to be notified if you anticipate being late in dropping off your child in the morning.

Appointments and early pick-ups

Please notify me when you drop your child off in the morning if you will be picking your child up early that day, or if your child has an appointment and will be leaving, and returning again later in the day.

Termination

Either the parent or provider has the right to terminate service for any reason, providing a 2 week written notice is given.

Emergency/Substitute Care

Though we will be happy to provide parents with a list of other providers in the area, it is ultimately the parent's responsibility to arrange for substitute and/or emergency care for their child.

Holidays

Jennifer - James will be closed on the following **PAID** holidays for regular full time daycare hours M-F.

. Please make payment for these holidays if you are bringing your children on these holidays or arrange for alternative care on those days.

- New Year's Day
- Memorial Day (Observed)
- Independence Day
- Labor Day (Observed)
- Thanksgiving and the Friday after it
- Christmas Eve
- Christmas Day

Open on all holidays with special contract.

Meals

Jennifer - James provides breakfast, lunch and snacks. If your child has any food allergies, or other special' dietary needs, please let me know. Weekly menus are posted on the bulletin board.

If you are breastfeeding your child, please let me know what accommodations I can make to help meet yours and your babies schedule and space needs.

Supplies

Parents are responsible for supplying diapers, wipes and creams for their child.

Upon enrollment, and every 6 months afterwards, each family must contribute water, non perishable food items and a full set of clothing for their child, to be stored with the emergency supplies in case of earthquake or other natural disaster or emergencies.

Change of Clothing

Parents are responsible for maintaining a spare set of clothing in their child's cubbies. Babies grow fast, please check frequently to make sure the spare set of clothing matches your child's current size.

Parent Involvement

I expect parents to be partners in their child's care and encourage parents to volunteer for field trips, activities, birthday parties etc. whenever possible.

I know parents are busy, and it is difficult to always find time to talk, but daily communication helps me to better meet your needs and the needs of your child.

I meet individually with parents on a regular basis to discuss their child's progress, share observations and work together to set individual goals and objectives for each child.

Immunizations

Complete Immunization records must be on file prior to your child's first day of enrollment.

Illness

If your child has any of the following illnesses or conditions, you must keep your child home:

- * A temperature above 100 degrees Fahrenheit
- * Vomiting (2 or more times in 24 hours)
- * Diarrhea (3 or more watery stools in 24 hours)
- * A rash or nits
- * Eye infection
- * Sore throat
- * Any **Communicable-Disease**
- * If it's clear your child is just not feeling good

Depending upon the illness, you may be required to obtain a doctor's note before your child returns to care.

Medications

Any medication must be in the original bottle or container and prescription medications must include the original prescription label and instructions.

Jennifer - James will not administer any medications, creams or sunscreen without written consent from a child's parent. Medication consent forms are available on the bulletin board above the sign-in sheets. Please do not leave medication on the counter.

Parents must hand all medications, instructions and consent forms to me personally.

Tuition Fees

Catagory	Hourly	Daily	Weekly	Part Time 3 Day Week
Infant (0-12 Months)	\$12.00	\$60.00	\$199.00	\$145.00
Toddler (13 Months - 24 Months)	\$10.00	\$56.00	\$180.00	\$137.00
Pre-School (25 Months - 59 Months)	\$8.60	\$45.00	\$170.00	\$129.00
School Age (5 Years - 10 Years)	\$7.00	\$40.00	\$150.00	\$113.00

EVENINGS AND WEEKEND RATES (PER HOUR)

HOURLY	# CHILDREN	INFANTS	TODDLER	SCHOOL AGE	2 KIDS DISCOUNT	3-4 KIDS DISCOUNT
Evenings	1	\$15.99	\$12.99	\$9.99	15.00%	25.00%
Overnights	1	\$13.99	\$10.99	\$7.99	15.00%	25.00%
Weekends	1	\$18.99	\$14.99	\$12.99	15.00%	25.00%

*Tuition is due at the beginning of each week.

*If your child is full-time, the full weekly rate is due whether or not your child is absent. (This includes all paid holidays listed above)

*If your child is part-time, the full part-time weekly rate is due whether or not your child is absent. (This includes all paid holidays listed above)

Payment during Family Vacations

Each family will receive 1 week’s vacation tuition free per year. If you plan on keeping your child out of care for longer than 1 week, tuition must be paid up front for the remaining vacation period in order to hold your child’s slot.

Deposit

A 2 week deposit is due prior to your child’s first day of care. The deposit will be refunded if 2 weeks written notice is given before you withdraw your child.

Methods of Payment

Parents may pay for tuition in cash, personal check, or with a credit card through PayPal at www.jenniferjameschildcare.com A service fee of \$25 will be assessed for any returned check. In the event that 3 or more checks are returned, you will be asked to make all future tuition payments in cash or credit card only.

We have read and agree to the terms outlines in the above Parent / Provider contract.

Signature of Parent or Guardian

Date

Signature of Parent or Guardian

Date

Jennifer Jegede,
General Manager,
Jennifer James Daycare

Date

For the purpose of this contract, “Me” “We” “Us” “I” “Provider” refers to Jennifer-James Daycare. “You” “Yours” “Their” “Family” refers to Parent(s).

STATEMENT OF NON-DISCRIMINATION

Jennifer-James welcomes all families, regardless of, race, religion, national origin, sexual orientation, gender, ancestry, marital or parental status, and physical, mental, emotional or learning disability.