

Contract

Provider: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home Phone:

Work phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_E-mail:

Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Work phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_E-mail:

Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Work phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_E-mail:

Child(ren)

1. Name of child: Date of birth:

2. Name of child: Date of birth:

3. Name of child: Date of birth:

# Hours of Operation

## 1. First Day of Care

The first day of preschool will be September 6, 2017.

## 2. Regular Hours of Care

The **preschool hours for the child covered by this contract will be** from 8:30 am to 11:30 am , 2, 3, or 5 days of the week. Late drop-offs do not allow for late pick-ups.

## 3. Other Business Hours

* The following extended care hours for the above child are as follows:

# Terms of Payment

## Child Care Rates and Fees

#### 1. Regular Rate

* The fee will be $ 340 per month for 5 day sessions.
* The fee will be $ 215 per month for 3 day sessions.
* The fee will be $ 160 per month for 2 day sessions.
* If the client is receiving subsidy payments from a government agency, the client is responsible for paying the full amount of the fees under this contract if the government agency does not pay the provider for any reason.

#### 2. Drop-in Rate

* If the above child needs to stay for the day (8am-4:30pm) because of special circumstances, an extra $25/ day will be charged.
* If the above child needs to be dropped off early or picked up no later than 12pm a $5/day fee will be charged.

#### 3. Advance Payment

* The client will pay a non-refundable $50 fee at the time this contract is signed. If the client decides not to stay with Young Stars Preschool this fee will be kept. For students, this fee will go towards crafts and activities.

#### 4. Payment Due Date

* Fees are due on the first of every month.

#### 5. Late Payment Fees

* If the child care fee is not paid within the first 3 days, a late payment fee of $5 per day will be added to the past due amount until it is paid.
* The fee for an insufficient funds check will be $30 plus the amount of any bank charges to the provider’s account.

#### 6. Early Drop-off and Late Pickup Fees

* The client will pay an additional fee of $ 1 per minute if the child is dropped off earlier or picked up later than 5 minutes from the time stipulated in this contract.
* All fees for early drop-off and late pickup are due at the end of that day of care.

##

## Holidays, Vacations, and Absences

#### 1. Holidays

* The child care program will be closed on the following days each year:
* October 19th & 20th – No school (NDCEL)
* November 10th- No school (Veteran’s Day)
* November 22nd -24th- No School (Thanksgiving break)
* December 23rd-January 5th - No school (Christmas break)
* January 15th- No school (Martin Luther King Day)
* February 19th- No school (President’s Day)
* March 29th-April 4th - No school (Spring/Easter break)
* May 25th –Last Day of preschool
* The client does have to pay for holidays listed above.

#### 2. Provider Sick/Personal Days

* The client will pay for up to 3 sick days taken by the provider.

#### 3. Provider Vacations

* The provider will take up to 5 days of vacation not listed above per calendar year.
* The client will not pay the regular fee for the provider’s vacation days.

#### 6. Child Sick Days and Absences

* The client must notify the provider before the scheduled starting time whenever a child will not be coming to preschool due to illness or any other reason.

## Other Fees

#### 1. Registration Fees

* The client will pay a registration fee of $ 50 upon signing the contract.
* If signed up for 5 days, the registration fee will be $65 upon signing the contract.

#### 2. Field Trip Fees

* There may be an extra fee for field trips if needed. The provider will notify the client of the fee for each trip at least one week in advance.

#### 3. Charges for Damage by the Child

* If the client’s child breaks or damages the provider’s property over $100, the client will pay to have the item replaced or repaired.

## Termination after the Trial Period

* The client must give a 30 day written notice to end this contract. Payment is due for the notice period whether or not the child is brought to the provider for care during that time.
* The client has termination rights also and may do so if they feel the safety of their child is in jeopardy at the program.
* The provider may terminate this contract at will. (*For example threats or accusations from parent, a sudden serious illness, or disruptive parents.)*
* The provider reserves the right to immediately terminate this contract without notice if the client does not make each payment in full when due.

# The Signatures of the Parties to the Contract

* By signing this contract, clients indicate that they have also read the provider’s contract and policies and agree to follow them.
* Failure to enforce one of more of the terms of this contract does not waive the provider’s right to enforce any other terms of this contract.

Parent or legal guardian’s signature Date of signature

Parent or legal guardian’s signature Date of signature

Provider’s signature Date of signature