

Tender Spirits Childcare

Parent and Provider Childcare Contract



This agreement/contract is between the Parent(s) or Guardian(s) _____ (herein called "I") and Monica Andersen, owner of Tender Spirits Childcare (herein called "TSCC"). TSCC will endeavor to provide quality, responsible, and nurturing childcare for _____ (herein called the child), starting on _____ (date). The hours the child will be in care are from _____ AM to _____ PM, on the following days: (please circle) Mon/ Tues/ Wed/ Thurs/ Friday.

Childcare **base tuition fees (before FRI/ACCB)** are \$ _____ /month (\$ _____ /month **after FRI**).
I would/ would not like the option to extend my childcare hours for an additional \$ _____ per month.

I have paid a **Non-Refundable Deposit**, in the amount of \$ _____ on (date) _____ via E-transfer.
(*Non-refundable deposits are equivalent to two weeks' tuition fees before FRI reductions - \$515 for FT 0-3 yr. old spaces/ \$450 for FT 3-5 yr.)

- I understand and agree that childcare hours are contracted and that, although daycare is open 7:00 am to 5:00 pm Monday to Friday, **childcare will only be provided to my child during the contracted days and times unless additional hours have been pre-planned and agreed upon.** Care outside contracted times is subject to additional fees of **\$1.00 per minute** without notice and \$27 per hour with at least a 24-hour notice. Weekend care is NOT available.
- I understand and agree that childcare **tuition fees are due by 5:00 PM on the first of every month**, for that month's childcare services, and that if the first falls on a weekend, then payment is due by 5:00 PM on the Friday before the first of the month.
- I understand and agree that I am paying a flat/set monthly tuition rate for my child's/children's contracted position at TSCC and that **the space is not billed according to attendance.** I also agree childcare fees are due regardless of attendance, however, if TSCC is closed for a personal/sick day on my child's contracted day, TSCC will credit me on the next monthly tuition invoice.
- I understand and agree that If ACCB or FRI funding falls through or is cancelled, then I must pay the full tuition fees to TSCC. I understand that FRI and ACCB are government-run programs that help reduce the expenses of childcare, but that I am ultimately responsible for any incurred childcare fees. I also understand that FRI is an annual program that requires renewal contracts between TSCC and the government and that ACCB is based on my family income eligibility and monthly attendance.
- I understand and agree to pay for childcare services when TSCC closes for **20 days of paid vacation per year and all STAT holidays** as outlined in the daycare handbook.
- I understand and agree that if my child's tuition fees are late, I will pay a late fee of \$10.00 per day for up to 1 week. I also agree that if full payment is not made within 3 days, my child will not be accepted into care until the full payment (including all late fees) has been paid and that if a period of 1 week passes without payment, my contract with TSCC will be terminated, my deposit forfeited, and my child's space filled.
- I understand and agree that when I terminate childcare, I will provide **1 month's written notice BEFORE the 1st day of the last month of care** and that if this notice is not given or given late, my deposit will be forfeited and tuition for that month and the following month will be due and paid by me.
- I understand and agree that when terminating care and the final days of care fall between September and June one month's written notice is sufficient to receive full credit for the childcare deposit. However, **when termination is given in June or July to terminate care for July or August the parent forfeits the childcare deposit, (in lieu of paying the educator's paid vacation time) and the deposit will NOT be refunded or credited to the parent's account.**
- I understand and agree to the Communicable Disease and Prevention Policy outlined in TSCC's handbook and understand that **TSCC requires children to stay home when sick.** I agree that tuition is payable for these days, regardless of attendance.
- I understand and agree that I need to update personal information with TSCC as changes occur (address, phone numbers, subsidy changes etc.), and that my child cannot remain in care without proper documentation on file.
- I understand and agree that TSCC reserves the right to make any changes to any policies, rules, consents, or contracts as deemed fit. Changes will be reported to all parents as soon as possible and will take effect immediately or as conveyed by TSCC.

It is understood that this contract is for the benefit of the child, the parent(s), or guardian(s) and TSCC. By signing below, I am indicating that I have read, understood, and agree to uphold this contract and all the policies and procedures of TSCC (as indicated in this contract, and in the Tender Spirits Childcare Parent Handbook of Policies and Procedures).

Signature of (Mother/Father): _____ Date: _____

Child care Provider Signature: _____ Date: _____