Providence Montessori Child Care

**Syeda Komal**

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Lic. # 103907338 Phone: 760.722.1856

This contract is intended for the sole purpose as to inform the parent and/or guardian about the rules and regulations of this child care facility. The purpose of this contract is intended for the protection of the children and informing parents and/or guardians, what is expected of them.

**Rules and general information:**

* The Montessori Child Care fee per month will be $\_\_\_\_\_\_\_\_\_\_.
* The Montessori Child Care hours will be 8:30am to 3:00pm, Monday through Friday.
* There will be a $6.00 late charge per hour for any children picked up after time agreed.
* All the forms must be returned completely filled out before a child may enter my child care program.
* All forms are subject to yearly renewal and must be kept up to date.
* I require all child care fees to be paid in advance.
* Parents need to pay for sick days, holidays, and any no show days.
* Absence of more than three consecutive days without notice will be considered termination.
* Parents should notify Child Care Provider if the child has been ill in the evening, morning or the weekend before returning to the Child Care home.
* If your child is noticeably ill and if the illness is such that would endanger other children or is of a nature that would require special medical attention, please pick him/her lip as soon as possible.
* A Medical Release Form is required for all medicine administered to your child while in my care.
* Extended vacation by parents (one week or more) are not payable.
* All children enter child care on a trial basis (two weeks), to ensure proper adjustment.
* Parents are expected to provide disposable diapers for children still wearing diapers. Parents who want their children to eat special foods must provide these foods.
* Parents are expected to provide extra change of clothing and 2 blankets.
* My holidays are: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas. Holidays are applicable on the day observed. In addition there will be two weeks of December and one week in spring.
* If the child has head lice, they will need to stay home until treated and free or nits.
* Provider is expected to report child abuse to Protective Services.
* Children's belongings should all be labeled with the child's name. I am not responsible for lost articles if they are unlabeled. Please don't bring any jewelry, toys or special belongings, they could be broken or lost.
* The Child Care Provider will discipline the child in a proper manner as deemed necessary, which is not abusive and does not include corporal punishment.
* Parents must give the provider four weeks notice in order to terminate the care agreement.
* The Child Care fee is subject to change with two weeks notice given to parents before the change takes effect.
* The Child must be brought to the door and the provider must be told that he / she has arrived. Parents need to sign in and out child attendance sheet.
* All persons picking up children must be authorized to do so in writing by the parents.
* The child will have naptime.
* If an accident occurs during child care, I will call the parents immediately.
* If I cannot control your child in my child care I will contact parents for assistance.
* Please make an appointment to discuss any problems or concerns.
* It may not be convenient to address problems at your pick up time.

I hope that these rules are clear. The purpose of the rules is to protect the parents and myself.

Provider: Syeda Komal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby have read and understood fully and completely what is asked of me to avoid any misunderstanding. And the purpose of this contract is to protect myself and, my child (ren). If I have further questions, I am welcome to contact Syeda Komal who is the owner of Providence Montessori Child Care.

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Parent Signature Date

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Parent Signature Date