

**Little Apples Day Care & Learning Center
Parent Agreement**

The following agreement is made between:

Little Apples Day Care & Learning Center
1160 Hooksett Road
Hooksett, NH 03106

AND

Parent/Guardian: _____
Parent/Guardian: _____
Primary Phone #: _____

For the provision of child care for:

1. _____
2. _____
3. _____

Date of birth _____
Date of birth _____
Date of birth _____

Terms of Agreement:

Child Care will be provided for the above named children beginning on _____ between the hours of _____ and _____. I agree to abide by the times I provide unless I give a two week written notice to the Director. **There is a maximum of 9 hours of care per day.**

Program child is enrolling into: _____

The tuition rate for child care will be \$ _____ per week.

Effective the week of September 7, 2020, tuition will be \$ _____ per week.

Policies:

- The parent agrees to pay tuition every Friday by noon for the upcoming week. If tuition is not paid, a \$10.00 late fee will be assessed.
- Tuition payments can be made by check, money order, credit/debit card, or cash.
- If a payment is returned for insufficient funds there will be a \$35.00 returned check fee. If this occurs twice, tuition must be in the form of cash or money order.
- The center opens at 7:00 AM. Parents are asked to walk their child into the building and check in with the teacher. All children shall be in the program no later than 8:30 AM. Please call by 8:30 AM if your child will not be attending.
- The center closes promptly at 5:30 PM. All parents must be here by 5:25 in order to allow time to pick up your child and exit the building by 5:30. If your child is here past 5:30 PM a late fee of \$3 per minute will be charged and payable immediately in cash or check to the staff member who stayed.
- At the time of enrollment, the first week of tuition and a \$100.00 registration fee is due. Registration fees are non-refundable. Parents receiving state assistance are responsible for the initial week's tuition and registration fee as well as all week's tuition until the state "links" your child.
- Tuition is payable whether the child does or does not attend Little Apples, including holidays, vacations, snow days, and/or sick days.
- The parent agrees to give a 2 week written notice if you plan to remove your child from Little Apples.
- The Business Contract will be revised when tuition change occurs. The center's management team agrees to give a 30 day written notice of any tuition increases.
- Have your child dressed and ready to play upon arrival. Provide extra clothes, weather appropriate attire, rest mat items (sheet and blanket), diapers, four healthy snacks per day as well as a lunch and 3-4 drinks.
- Please apply sunscreen to your child prior to dropping off and provide a bottle of sunscreen for your child to use at the center.

Damages:

Both the parent/guardian and the provider will make every effort to teach the children to use materials and equipment carefully and to avoid damage done to the property that belongs to others. However, in the case of serious damage the parent/guardian agrees to cover the cost of replacement and repair.

Illness Policy:

Your child can not attend if he/she is sick. If your child becomes sick during the school day you will be called and you will need to pick him/her up. Please read and understand the sick policies outlined in your Parent Handbook. If your child requires over the counter medicines, we cannot administer them, therefore they should remain at home. Please consult the medication administration policy as outlined in the Parent Handbook.

Permissions:

I give permission for the staff to apply supplied sunscreen to my child. _____

I give permission for the staff to apply supplied diaper cream to my child. _____

I allow the staff to take pictures of my child for classroom projects. _____

I allow the staff to take pictures of my child for the Facebook page. _____

I allow my child to participate in water activities. _____

Acknowledgement:

I have carefully read this agreement and the center's Parent Handbook and understand its contents. I am aware that it is a binding contract between Little Apples Day Care & Learning Center, Inc. and myself.

I agree to follow all policies.

Parent/Guardian

Date

Parent/Guardian

Date

Agent of Little Apples

Date

*Revised June 2020