

# Agreement for Child Care Services

Agreement Between:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

and

KELLYS KARE KORNER INC.

Saskatoon, Sk. S7J 1K9, 251-1037

This agreement is a legal and binding contract between the child care service and the parent. Please ensure that all terms and conditions are thoroughly discussed, and clearly and accurately recorded in the agreement. A copy of this agreement for services is to be retained by both the parent and the child care services. The parent may be required to sign additional documentation regarding policies of the child care services.

**The Parent or Guardian must initial each guideline.**

1. \_\_\_\_ I acknowledge that Kelly's Child Care programs include a Before and After School program and a Kindertot program that are two separate programs sharing one facility.
  - Kindertot Program: YES NO
  - Before and After Program: YES NO
  - Lunch Program: YES NO
  - PD Planning Day: YES NO
2. The parent agrees to place the following children the in above named child care service:  
Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_
3. \_\_\_\_ The Parent and the child care service agree that child care services will be available for the above named children as indicated below. **The child care service will provide alternate care when the provider or center staff is not available (including reasons of illness and vacation) during the hours indicated below unless other arrangements are agreed upon between the parent and the child care service.**  
**Monday \_\_\_\_AM to \_\_\_\_PM Thursday \_\_\_\_AM to \_\_\_\_PM Sunday \_\_\_\_AM to \_\_\_\_PM**  
**Tuesday \_\_\_\_AM to \_\_\_\_PM Friday \_\_\_\_AM to \_\_\_\_PM**  
**Wednesday \_\_\_\_AM to \_\_\_\_PM Saturday \_\_\_\_AM to \_\_\_\_PM**
  - \_\_\_\_ Additional care schedule arraignments: The center will be closed all stat holidays, Christmas break and summer session.
  - \_\_\_\_ Early mornings and later evening pick up and drop offs can be arranged ahead of time at additional cost.

4. \_\_\_\_ The parent and the child care service agree that the total child care fee shall be \$ 4 per Hour. Before and After School care based on a one hour minimum in the Am and one hour minimum in the PM per scheduled day per child. Kindertot program based on a 3 hour minimum per scheduled day per child.
  - \_\_\_\_ I acknowledge that Kelly's Child Care services requires 24 hours notice
  
5. \_\_\_\_ The parent and the child care service agree that the following fee shall be charged for late pick-up of a child: **Late fees will be charged to those not exited by 6:00pm\$ 10.00 per fifteen minutes late**
6. \_\_\_\_ The parent and the child care service agree that this agreement may be terminated upon 1 Months written notice by either the parent of the child care service.
7. \_\_\_\_ I acknowledge that child care fees are due by the 5<sup>th</sup> working day of each month. After the 5<sup>th</sup> working day a \$10.00 late fee will be charged per week.
8. \_\_\_\_ I acknowledge that invoices will be received through email and it is my responsibility to ensure I have received the invoice. If I have not received the invoice it is my responsibility to contact child care provider.
9. \_\_\_\_ I acknowledge that receipts will be issued upon payment each month, if a secondary receipt is to be issued a \$5.00 fee per month will be charged.
10. \_\_\_\_ NSF fees are \$25.00 plus the \$10.00 late fee will apply, after two NSF charges alternate payment arrangements will be made.
11. \_\_\_\_ Parents are required to sign out children upon pick up.
12. \_\_\_\_ Children who bring electronics or toys from home; the child care center is not responsible for damages or loss of these items and must be school appropriate. Example: games rated "E" for everyone will be the only games tolerated
13. \_\_\_\_ **PD Days:** two days notice will be required to attend the PD day program, a minimum charge of 3 hours will apply due to staffing appropriately and planning activities.
14. \_\_\_\_ **June payments and registration:** both due by June 15<sup>th</sup> of each year including registration fee for next fall or your spot will be open to waiting list.
15. \_\_\_\_ The parents or guardian are responsible for providing a healthy lunch and snacks that are **peanut free.**
16. \_\_\_\_ Photo identification is required if asked for by a staff member to pick up child(ren). Must also be on pick up list provided to child care.

The parent and the child care service agree to comply with the child care facility policies and the Saskatchewan Child Care Regulations as amended from time to time, a copy of which is available from learning.

I hereby acknowledge that I am aware of the conditions stated in this agreement and agree to abide by these requirements.

\_\_\_\_\_  
Signature of parent or guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of parent of guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of the supervisor or operator of the child care center

ANY OTHER ADULTS ALLOWED ACCESS TO PICK UP CHILD/CHILDREN

-----NAME PHONE NUMBER-----

-----NAME PHONE NUMBER-----