

Le Petit Home Day Care

Enrolment Contract

Owned and operated by:
Anita Levesque

Child's Full Name: _____

I (We) _____ and _____ acknowledge that I (We) have received / read a copy of the Parent Handbook and Enrolment Contract. I (We) understand that these documents contain important information regarding the policies, procedures and rules by which Le Petit Home Day Care operates, I (We) will read all the information, policies and abide by them.

1. ____ I agree to pay a non-refundable registration fee of \$30.00, which is due at the time of enrolment.
2. ____ I understand that payments are due in advance of services rendered.
3. ____ I agree to pay for all payments and fees on each Monday or on my child's first scheduled day for the week at time of arrival at the amount of \$_____ for the following week. There will be no deductions for child's absences or paid holidays as stated on the website and in the Parents' Handbook.
4. ____ I understand that Le Petit Home Day Care will take 2 vacation weeks each year in which I will not be responsible for payment of 1 week and it is my responsibility to find alternative means for child care for my child/ren during that time. Le Petit Home Day Care will give at least one month notice for all vacation times.
5. ____ I understand and agree that I will be responsible to pay a \$10 per day late fee if my payment is late. If payment has not been met by the third scheduled day, termination from Le Petit Home Day Care will be necessary.
6. ____ I understand and agree that I will be responsible to pay a late fee of \$5 for every 15 minutes, or any part thereof, every time I am late picking up my child. I will be a fee of \$5 per hour with arranged approval outside the contracted hours.
7. ____ I agree to pay a \$40 returned check fee for any check that is returned to Le Petit Home Day Care from the bank. Cash will be accepted as a replacement form of payment. Le Petit Home Day Care will have the option to refuse any future checks.
8. ____ In case of withdrawal of my child from the day care, I agree to give Le Petit Home Day Care a two week written notice that will begin on the first contracted day of the week that my child is enrolled. I will be responsible and pay Le Petit Home Day Care two weeks worth of payment if I do not give notice.

9. _____ My child must be brought to Le Petit Home Day Care in good health. I understand that I must obtain doctors verification prior to my child returning to day care after contracting any contagious illness.

10. _____ I agree that it is my responsibility to give my child a small sheet or blanket to be used during naptime and to make sure that he/she always has a change of clothes to be kept at Le Petit Home Day Care.

11. _____ I agree to always keep my emergency information current and up to date and I do not hold Le Petit Home Day Care responsible if information is old or incorrect in any way.

12. _____ Le Petit Home Day Care reserves the right to terminate its service at any time at its sole discretion without cause.

13. _____ I understand and agree that Le Petit Home Day Care will be closed during the holidays listed on the website and in the Parents' Handbook and that I will not only be responsible to find child care for those days, but I will still be expected to pay the weeks fee in full.

14. _____ I agree that all of my child's immunizations are current and updated. I will be responsible for giving my child's shot records to Le Petit Home Day Care in order for copies to be made. My child will not be able to enrol without the appropriate shots for my child's age.

15. _____ If any actions are necessary to enforce the terms of this agreement, the prevailing party shall be entitled to reasonable attorney fees in addition to any other relief to which they may be entitled.

16. _____ I understand that Le Petit Home Day Care strives to minimize the burden of increases on the families that they serve, and that weekly fee increases are not expected more than once a year. However, Le Petit Home Day Care reserves the right to raise their fees at any time. I will be given two weeks notice of all and any fee increases.

17. _____ I agree to pay Le Petit Home Day Care the following fee for services:

TODAY _____ **Registration Fee**
_____ **Security Deposit**
_____ **Total Due Today**

_____ **Due each Monday at arrival**

SCHEDULED DAYS ARE AS FOLLOWS:

DAYS MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY

Arrival _____ _____ _____ _____ _____

Departure _____ _____ _____ _____ _____

18. _____ There are only refunds after the trial period, if a two week written notice is received. The above fees quoted apply to the schedule outlined above. I understand that any change in my schedule will require two weeks notice and may require an adjustment in fees. I also understand that Le Petit Home Day Care does not guarantee that the new schedule can be accommodated.

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____