

## Policy Handbook Contract

The following contract pertains to the policies set forth in the Parent Policy Handbook governed by the Family Child Care Home. It is the Parent's responsibility to read the Policy Handbook completely before signing and it is the Parent's responsibility to abide by all the policies stipulated in the Policy Handbook. This is a legal and binding Contract and signing it obligates you to this Contract legally.

By signing each section I (the parent) am agreeing that I (the parent) have read and understand the Policy in the Policy Handbook

Section Title	Parent Initials	Section Title	Parent Initials
Business hours/Overtime		Toys	
Weather		Meals & Snacks	
Deposit		Child Illness	
Admission Paperwork		Medication	
Payments and Late Fees		Medical Emergencies	
Provider Holidays/ Sick Days		Nap/Quiet time	
Parent Vacations		Damages	
Extended Absences		Potty Training	
House Rules		Behavior Goals	
Arrival and Departures		Field Trips	
Cleanliness and Hygiene		Policy Revisions	
Termination		Open Door Policy	
Child Abuse and Neglect		Communication	
Supplies		Miscellaneous	

I (the parent) hereby acknowledge that I (the Parent) am aware of the conditions stated in the Family Child Care Home's Policy Handbook, and agree to abide by the above signed policies and requirements in conjunction with the financial agreement and the Agreement for Child Care Services.

Parent Name \_\_\_\_\_ Parent Signature \_\_\_\_\_.

Parent Name \_\_\_\_\_ Parent Signature \_\_\_\_\_.

Child Care Providers Signature \_\_\_\_\_.

**Family Child Care Home Financial Agreement Contract**

Deposit Amount :

I will require a deposit for all families.

Payment

All payments must be received on the 1<sup>st</sup> of the week. In the form of cash or money order. I will take all outstanding accounts to court and collections. Should it be necessary, parent/guardian is responsible for all court costs.

Due to cost of living increases, monthly childcare fees will increase by \$5 per child per year. The monthly fees established in the Financial Agreement will be in effect until: A year past your start date \_\_\_\_\_.

Childcare Rates:

\$150 weekly rate full time

\$30 daily rate part time

I (the parent) hereby acknowledge that I (the Parent) am aware of the conditions stated in the Family Child Care Home’s Financial Agreement, and agree to abide by the above requirements.

In witness whereof the parties have set their hands the \_\_\_\_ day of \_\_\_\_\_ 20\_\_ at \_\_\_\_\_, in \_\_\_\_\_.

Parent Name \_\_\_\_\_ Parent Signature \_\_\_\_\_.

Parent Name \_\_\_\_\_ Parent Signature \_\_\_\_\_.

Child Care Providers Signature \_\_\_\_\_.