

## Ambitious Angels Family Childcare

### Parent / Provider Contract: January 2024 – December 2024

This contract is between \_\_\_\_\_, parent(s) of the child(ren) listed below and I Tara Major, owner of Ambitious Angels Family Childcare and is effective as of \_\_\_\_\_. Both parties agree to the following terms:

### Ambitious Angels Family Childcare is open according to the following schedule:

Monday through Friday – 7:00 AM to 5:30 PM

Saturday and Sunday Closed

My child(ren) will attend the days and hours shown below.

Child's Name	Gender	Age	Days of the Week	Time Slot

### Weekly Tuition Fees

Child Age	Full Time
0-24 months	\$300.00
2-5 years	\$285.00

\* Infant rates are charged until the child is fully potty trained.

\*Tuition is due weekly, the Friday before the week service is to be provided.

\*The full weekly rate is due whether your child is absent. (This includes all paid holidays listed below.)

\*If tuition is not paid on time, a late fee of \$25.00 will be due with the regular fee. If it is not paid the next week, a late fee of \$30.00 will be due with the regular fee and the child may not attend until all tuition and fees are paid.

**Deposit** – A 1 week non-refundable deposit is due prior to your child's first day of care. This deposit goes towards your child's first week of care.

**Registration Fee** – A non-refundable registration fee of \$75.00 is due with your enrollment packet. A re-registration fee of \$50.00 is due upon re-registration.

**Activity Fee** – A annual activity fee of \$75.00 is due the first week of January of each year.

**Late Fees** - At 5:31pm a late fee of \$20 for the first 15 minutes or fraction thereof will be imposed. There will be a fee of \$1 for every minute or fraction thereof after 5:45pm. Late pickup fees are due when your child is picked up from daycare or the following business morning. After (3) late pickup your childcare services will be terminated.

**Methods of Payment** - Parents may pay for tuition in Cash, Credit/Debit, Money Order Brightwheel or Cash App. No CHECKS are allowed!

**Absences** - If you plan to keep your child home due to illness, or any other reason, you must notify me no later than your regular drop off time. I also expect to be notified if you anticipate being late dropping off your child in the morning.

**Arrivals and departures** – Children cannot arrive before 7:00 am and must be picked up no later than 5:30pm. The educational program begins at 9:30am; therefore arrival after 9:45am children are considered late. Parents must call otherwise the center reserves the right not to accept the children for the day. The child must receive the full benefit of the educational program.

Parents are required to accompany their child into the center and to the classroom to be checked in at arrival and check out at the end of the day.

**Appointments and early pick-ups** - Please notify me when you drop your child off in the morning if you will be picking your child up early that day, or if your child has an appointment and will be leaving.

**Drop Off and Pick Up Time Slot**

**Monday through Friday**

<b>7:00am – 4:00pm</b>
<b>7:30am – 4:30pm</b>
<b>8:00am – 5:00pm</b>
<b>8:30am – 5:30pm</b>
<b>All children must be dropped off and picked up within their contracted time.</b>

**Termination** - Either the parent or provider has the right to terminate service for any reason, providing a 2-week written notice is given unless immediate termination is warranted.

Examples of why I would terminate your child's care with or without notice include (but may not be limited to):

- \*\*We decide to move (highly unlikely!).
- \*\*Failure to complete required forms.
- \*\*Lack of parental cooperation.
- \*\*Failure of child to adjust to the center after a reasonable amount of time.
- \*\*My inability to meet the child's needs without additional staff.
- \*\*Lack of payment.
- \*\*Lack of respect for the provider or other children, by the parent or child.
- \*\* Violence upon any person or child.

**Discipline** - AAFC use positive discipline. Our goal is to recognize children for positive behavior with special notes and praises. We believe in assisting the child with critical thinking, redirecting, and social and emotional support. We also have a neat place called "My Cool Off Space" if the child needs a moment to themselves to debrief. If a child has repeated behavior problems or hurt another child or teacher, the Director will call the parents to pick the child up for the rest of the day.

Discipline i.e., guidance will be positive, productive and immediate when behavior is inappropriate.

**Vacations** – Ambitious Angels Family Childcare will close for (5) days of vacation every calendar year. Parents will receive at least 15 days advance written notice of the exact dates prior to any closed days apart from emergencies of illness. There can also be 3 paid training days taken within a calendar year.

**Holidays** – Ambitious Angels Family Childcare will be closed on the following **PAID** holidays. Please arrange for alternative care on these days.

New Year's	Labor Day (Observed)
Martin Luther King, Jr., Day	Veterans Day (Observed)
Presidents Day	Easter Monday
Good Friday	Thanksgiving and the Friday after
Columbus Day	Provider/Staff Training
Memorial Day (Observed)	Independence Day
The Week of Christmas	Provider Appreciation Day
Juneteenth	

**Meals** – Ambitious Angels Family Childcare is a Nut Free program; therefore, no peanut butter or nut base foods are allowed at any time to protect the children who have peanut allergies. We encourage a healthy and well-balanced diet that includes fruits, vegetables, whole grain and limits foods and beverages high in sugar, and /or fat.

All families are responsible for providing lunch for the child. We will provide breakfast/morning snack and an evening snack. The family will need to inform the provider of any dietary restrictions and for those restrictions the family are responsible for bringing all meals and snacks.

If you are breastfeeding your child, please let me know what accommodations I can make to help meet your schedule and space needs.

**Supplies** - Parents are responsible for supplying baby formula, baby food, diapers, and creams for their child.

**Change of Clothing** - Parents are responsible for maintaining a spare set of clothing in their child's cubbies. Babies grow fast, please check frequently to make sure the spare set of clothing matches your child's current size.

**Threes, Fours, and Fives:**

**NO BELTS**

**NO TIGHT JEANS, ALL PANTS MUST BE FITTED**

**NO LONG DRESSES EASY TO FALL IN THE TOILET**

**NO OVERALLS**

**NO BUTTON SEATING CLOTHES**

**Illness** - We don't have enough teachers to accommodate a sick child. If the child is ill when he/she arrives at the center it will be determined by Ms. Tara as to whether the child can stay. If your child becomes ill during the day every effort will be made to contact the parents immediately and pick up will be expected within one hour after receiving a call. If the parents or next of kin cannot be reached, the child will be taken to the nearest Prince Georges Hospital by ambulance.

The list below describes some of the illness that excludes children from care:

- **Vomiting and Diarrhea:** child may return 24 hours after the last incident of vomiting or diarrhea.
- **Consistent/Excessive Runny Nose:** child may not attend the program if there are any excessive and/or discolored nasal discharge.
- **Temperature or fever:** Child with a temperature of 99.5 degrees by mouth or under the arm or 100 degrees rectally: when temperature has returned to normal for 24 hours, they may return to care. Fever free means without medication for fever reduction.
- **Strep Infection:** After being treated with antibiotics for 48 hours, child may return to care with a doctor notice.
- **Impetigo:** After being treated with antibiotics after lesions have crusted over the child may return with a doctor notice.
- **Conjunctivitis (Pink Eye):** After being treated with medication for 24 to 48 hours, a child may return to care with a doctor notice.
- **Chicken Pox and Measles:** When all lesions have scabbed over, a child may return to care with a doctor notice.

Depending upon the illness, you may be required to obtain a doctor's note before your child returns to care.

**Medications** - Any medication must be in the original bottle or container and prescription medications must include the original prescription label and instructions.

Ambitious Angels Family Childcare will not administer any medications, creams or sunscreen without written consent from a child's parent. Medication consent forms are available. Parents must hand all medications, instructions and consent forms to me personally.

**Immunizations** - Complete Immunization records must be on file prior to your child's first day of enrollment.

**Child Neglect/ Abuse Reporting Responsibility** - It is Ambitious Angels responsibility to report all suspected cases of child abused or neglect to the proper authorities.

**Custodial Issues** - In cases of divorce or separation of parents, you must have a Court Order on file to deny a parent access to a child. We will have no option but to release the child to the parent.

**Intoxication** - If a parent/guardian arrives to pick up a child and that person appears to be intoxicated, Ambitious Angels will request the parent to contact another adult to drive them home. If the parent/guardian insists on taking the child, we will be forced to contact the police.

**Safety** - A fire drill is conducted each month to ensure children know the emergency evacuation procedures. Children are escorted outside and across the street. The children are counted and a log is kept.

**Photography** -From time-to-time photographs of my daycare will be made for nonprofit publication displaying and educational purposes. These pictures will be representative of the enriching experiences offered to your child while in my care. These photographs may be used for current and future project use. If you do not want your child to be photographed, you have the option of withdrawing at any time.

**Admission**- Children of all abilities are accepted and families interested in having their child attend the program will be given an equal opportunity for admission. A waiting list may be maintained and children will be accepted from the list on a first come first served basis.

I understand that during inclement weather, Ambitious Angels will follow the federal government. If the federal government closes for the day, the center will close for the day. If the federal government has a delay, there will a delay for opening time. Should inclement weather occur throughout the business day and the federal government makes the decision to close, then the center will be close, and I will be notified to pick up my child within a specific time frame. I understand that in the event of a state, county

or city natural disaster (or other circumstance) that could prevent my arrival, Ambitious Angels will shelter in place.

I understand that Ambitious Angels only accepts well children and follows Md. State Department of Education health guidelines. The center reserves the right not to accept my child if they have a fever of 100 or higher; thick, yellow to green discharge from nose; sore throat; red or pink eye; nausea/vomiting; diarrhea; headache; persistent cough; earache; rash/infection of the skin; pale or flushed face; loss of energy or decrease in activity. If my child should become ill while in childcare, I will be notified to pick them up immediately or make arrangement to have my child picked up by a person of my choice with a government ID. I, further, understand, that if my child is dismissed from childcare due to illness, there is at least 24-hour incubation period. Depending on the nature of the illness and according to Md. State Department of Education this period could be longer.

Ambitious Angels understands that this is a scary time for our community and will be making reasonable efforts to ensure the safety of everyone. While they certainly hope that it will not be the case, there may be future instances when it will be necessary for the center to close as the result of a public health emergency, such as the COVID-19 outbreak. This may include, but will not necessarily be limited to, instances when the center is required to close in compliance with a federal, state or local government order or when the center is required or advised to close to address a confirmed or suspected outbreak amongst staff or children. In such instances, childcare tuition is due until a 2 week notice is given to terminate the contractual agreement.

I understand that upon arrival, Ambitious Angels must perform daily symptom check and temperature screening.

I, agree to pay the tuition fee in full by the last day of the month and it is non-refundable. Tuition can be paid via Cash, Credit/Debit, Money Order, Brightwheel or Cash App. Tuition not paid by the due date will incur a \$25 late fee per week. I understand that tuition is due when my child is not in attendance due to closings, vacation or illness.

**Inclusion** – Ambitious Angels Family Childcare uses developmentally appropriate practices and consider the unique needs of all children when planning. We will make every attempt to make any adaptations or modifications necessary to meet the needs of the children. Schedules, routines and activities are flexible, and we will work with therapists, special educators, and other professionals to integrate individual accommodations, modifications and strategies into daily routines and activities. Any adaptations will be reviewed with families and other professionals supporting the child.

I have been advised on how to obtain a copy of the consumer education brochure entitled

“Parents Guide to Regulated Child Care.”

We have read and agree to the term’s outlines in the above Parent / Provider contract and the Parent handbook.

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Signature of Parent or Guardian	Date
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Signature of Parent or Guardian	Date
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Tara M. Major	Date
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Owner, Ambitious Angels Family Childcare

**STATEMENT OF NON-DISCRIMINATION**

Ambitious Angels Family Childcare welcomes all families, regardless of race, religion, national origin, sexual orientation, gender, ancestry, marital or parental status, and physical, mental, emotional ability.