

NSAC Daycare, 43 College Road, Bible Hill Child Care Contract

This is a contract between the NSAC Daycare and _____
the parent/guardian of _____ .

Trial Period

Within the first two weeks of signing this contract the parent/guardian can terminate child care services at the NSAC Daycare with a minimum of 24 hours notice. Once this trial period has passed two weeks notice is required prior to termination of services.

Payment

Daycare rates are set by the Board of Advisors. Parents of children currently enrolled in or registered for the Daycare will be notified in writing a minimum of thirty days prior to a fee/rate increase OR regarding changes to rates or payment requirements. Payments may be made by cash or post dated cheques unless otherwise approved by the treasurer. The cheques are to be made payable to: NSAC Daycare. Payment can be made either a) weekly - full payment is due every Friday; or b) biweekly - full payment is due every other Friday.

The current daily rate per child for child care services at the NSAC Day Care is _____.

Payment is required for all days for which the child is registered. If a parent chooses to keep a child home or a child is required to stay home due to illness on a day the child is registered, payment is due. Payment is also required on all of the below listed holidays.

Hours and Days of operation

The NSAC Daycare Centre will be open Monday to Friday from 7:30 a.m. to 5:30 p.m. with the exception of a closure of the NSAC which will constitute closure of the Daycare. The manager may adjust hours and staff numbers to meet the needs of parents who are NSAC students, as well as the welfare of the Daycare.

The NSAC Daycare will be closed on the following holidays: New Years Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Civic Holiday(first Monday in August), Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day, and Boxing Day.

Vacation

After one year of continuous attendance at the Daycare, parents are entitled to two weeks of vacation, (two weeks where a child is not in attendance and no payment is required) if two weeks written notice is given prior to the week the child will be absent. One of the two weeks is required to be taken between June and September and the second week can be taken at any time.

Illness Policy

When a child develops the following symptoms: temperature over 101 F or 38 C, vomiting, diarrhea or a rash, the child's parents will be contacted to come pick up the child. The child should not return until he/she is symptom-free.

For communicable diseases such as measles, chicken pox, mumps, flu, strep throat and viral pneumonia, the child cannot return to the centre without written permission from a doctor indicating that the illness is not a hazard to the other children. With respect to head lice the NSAC Daycare operates under a nit free policy and children will not be permitted to attend the facility unless they are

nit free. Any outbreaks of communicable diseases i.e. chickenpox, measles, mumps, etc, will be communicated to parents in writing.

All medication required by a child must be brought to the centre in the original container with instructions for use and must have the child's name displayed. Parents must consent to the administering of medication by staff .

Meals

A healthy well balanced lunch and two snacks will be provided by the day care however children are expected to have breakfast prior to their arrival at the centre. Gum and candy is not to be sent to day care with children.

Menus are planned under the guidance of the Manager and are reviewed by the Nutritionist with the Colchester East Hants Health Authority.

Discipline

Discipline consists of planning, redirection and gentle but firm limit-setting. Physical contact with other children, such as hitting, biting and kicking are not permitted and children will be advised of proper behavior. Parents will be notified of behavior issues.

Termination of Contract

A child's enrollment can be terminated immediately if the child 's behavior threatens the physical or emotional well-being of one or more of the other children. If terminated by the NSAC Daycare Staff in mid week payment will not be required for the remainder of the week. Enrollment may also be terminated immediately if a parent is verbally or physically abusive or threatening in any way to the staff or other children of the facility. Termination by either party for any other reasons requires two weeks written notice.

Authorization

I/We the under signed parent(s)/guardian(s) of _____, hereby give my/our permission for the NSAC Daycare to provide child care services as stated in the above contract.

I/We have read this contract and received a copy of the NSAC Daycare handbook .

Parent(s)/Guardian(s):_____

NSAC Day Care Staff _____Date:_____