

IMPRESSIONABLE YEARS
 1041 Route 3 North, Suites 4-9
 Gambrills, MD 21054

CONTRACT FOR CHILD CARE

This contract is between Impressionable Years and _____
 Parent or Guardian
 agreeing to the terms of care for _____. Child Care
 Child's Name
 Begins _____.

The schedule for care shall be as follows (check all that apply):

Schedule	Monday	Tuesday	Wednesday	Thursday	Friday
Full Day					
Before School					
After School					

The fee for care shall be _____ per month payable **on the Friday before the 1st for services in advance for the upcoming month.**

Special attendance and/or fee arrangements are noted as follows: **No changes in scheduled days may be made to set schedule. Additional days may be available with permission from the office.**

The Parent(s) or guardian(s) understand(s) that the following additional fees and conditions apply:

- A \$75 non-refundable application fee is payable with the receipt of an application of care. (\$100 for two or more children of the same family.)
- A refundable deposit equivalent to ½ month's tuition is due upon enrollment. This deposit will be applied as your last payment to the center upon one month's written notification of your intent to disenroll after you have been at the center for more than 6 weeks. Without one months written notice, the center will keep this deposit. **INFANT DEPOSITS ARE NON-REFUNDABLE.**
- No reductions in the fee for care shall be made due to child or parent illness, legal holidays, in-service training or closing due to weather or other emergency conditions.
- No childcare will be available for accounts not paid in full by Monday at 10:00 a.m. of the current tuition month.
- Our hours are from 6:30 am to 6:00 pm. If your child is not picked up by closing time, a late fee of \$1.00 per minutes will be added to your account.
- All children must arrive at the center by 10:00 am.
- There will be a \$25.00 charge for checks returned to Impressionable Years for non-payment.

- An additional fee will be charged for childcare due to scheduled or unscheduled school closings, delayed opening or early dismissals.
- Personal toys should be left home.
- Pacifiers are only given to the child at naptime.
- Comfort items will be offered at naptime (blankets, stuffed animals, etc).

If you decide to enroll you will receive a packet with forms for you to read and fill out. Here is a list of what is included in the packet:

- Emergency Form (Child may not start until completed)
- Parent Handbook
- All About Me Form (2 pages) (updated each year)
- Health Inventory Forms (4 pages) (Child may not start until completed)
- Infant Plan Form
- Medication Form
- Daily Report Sample Form
- Picture/Email Form

Parent participation will be required from every family. This can be done through a variety of activities and opportunities:

- | | |
|----------------------------|-----------------------------|
| Parent bulletin boards | Classroom helpers |
| Newsletters | Workshops |
| Field Trips | Preparing materials at home |
| Parent/teacher conferences | Story time |
| Computer work from home | Attending fundraiser events |
| Web site maintenance | |

All families are required to donate 1 hour to the center or they may sell items for our fund raisers over the course of the school year.

Impressionable Years agrees to provide care as described in the Impressionable Years Parent Handbook. The Parents(s) or guardians(s) agree(s) to abide by the conditions and directions described in this contract and in the Impressionable Years Parent Handbook.

This contract shall remain in force until superseded by a later contract, or until the parent(s) or guardian(s) give(s) 30 days written notice of intention to terminate this care agreement to receive their deposit refund. Impressionable Years reserves the right to terminate this contract at any time.

**I HAVE READ THIS CONTRACT AND I UNDERSTAND AND AGREE TO THE
CONDITIONS AND POLICIES OF IMPRESSIONABLE YEARS**

parent or guardian signature

date

parent or guardian signature

date

AGREED

Administrator signature

date

For office use only:

App fee: \$ _____ Date received: _____ Ck#: _____ Waived? _____
Initials

Deposit: \$ _____ Date received: _____ Ck#: _____ Waived? _____
Initials

Notes: _____
