



MLG Home Daycare
Childcare Agreement
mlgdaycare@gmail.com
703-304-9122

Fee

Full-time childcare is defined by 5 days per week and more than 2 month commitment. Full-time services for children over 3 years of age and potty trained will be provided at a weekly rate of \$145, with a partial week fee of \$29 per day when vacation days are used. Fees will be due the first day of the week in the form of cash or check. A \$20 fee will be charged for bounced checks. After 2 bounced checks, only cash will be accepted.

Trial and Notice of Termination

A signed contract and nonrefundable prepayment of the 1st week initiates this agreement. The first two weeks of the agreement will be a trial period. At the end of the trial, either party may end the agreement without notice. After the successful completion of the trial period, signing this document obligates each party to give the other two weeks' notice to end the agreement.

Hours of Care and Late Fees

The duration of care will be no earlier than 7am to no later than 5pm from Monday through Friday, specifically: _____ to _____. These are the hours the provider will care for your child. Parents need to contact the provider with last minute schedule changes. A ten minute grace period for picking up after 5 is up to the provider's discretion. After that late fees accrue at \$10 for every ten minute increment. At 5:12 the fee is \$10; at 5:22 the fee is \$20.

Holidays and Vacations

Care will **not** be provided for the following *Paid Holidays*:

January 1st Memorial Day 4th of July Labor Day Thanksgiving Christmas.

With a minimum of two weeks' notice, the provider may schedule 1 full week of vacation (usually in early August), and will not charge the families. Extra (unpaid) days off for the provider often include the Friday after Thanksgiving, Christmas Eve, and the day after Christmas. New Year's Eve will be an abbreviated day-pick up by 3pm. Care will usually be available for all other holidays.

Families who utilize daycare full time may schedule up to 5 vacation days with no payment to provider if 2 weeks' advance notice is given.

Unscheduled Days Off

Compensation is expected for all unscheduled days off when the child was absent even though childcare was available, including the child's illness and inclement weather. Although the effort will be made in inclement weather, the provider cannot guarantee a clear porch, walk, or street. **The provider follows the Federal Government closing schedule.**

Compensation will not be required for provider's illness or personal time off **but will be for Federal Government closings or delays.**

Substitutes and Replacement

The provider has no responsibility to provide substitute or replacement care in the case of provider illness or vacation. It is strongly encouraged that the parent(s) arrange for such circumstances in advance.

Supplies

Provider will supply meals and or snacks unless there are any special dietary requirements. Parents must provide diapers, wipes, a suitable change of clothes for seasonal weather and appropriate coats or outerwear.

Emergency Medical Card

Provider will supply an emergency medical card and emergency medical authorization form to be completed and signed by parent(s) as soon as possible. Emergency medical attention will be provided as necessary.

Illness and Medication

Parent(s) will not bring child(ren) to daycare or may be called to pick up if any of the following signs of illness are present:

Fever of 100.4 degrees or higher.

Serious contagious illness.

Suspicion of pinkeye or other less serious but highly contagious illness

In need of doctor's attention.

Vomiting

More than one occurrence of diarrhea (unless due to antibiotic)

With the exception of acetaminophen (Tylenol) or ibuprofen (Motrin, Advil), only prescription medication will be given and only in its original container with printed instructions on the label and written permission from the parent.

_____ INITIAL HERE TO AUTHORIZE provider to give acetaminophen or ibuprofen under the following circumstances:

As suggested by a doctor following vaccinations

For fever over 100 degrees (after contacting parent)

Otherwise, written permission is required anytime acetaminophen or ibuprofen is given.

This agreement will be subject to revision on a semiannual basis.

I, _____, have read and understand this

contract. I agree to place my child(ren)_____

_____ in the care of Mary Lawless Gregory

beginning _____ and to abide by the provisions of this contract.

SIGNED: _____ DATE: _____
Parent

SIGNED: _____ DATE: _____
Parent

SIGNED: _____ DATE: _____
Provider