

# Nahid Child Daycare Contract

**Welcome!** I'm glad you have decided to enroll your child in my family daycare. Along with enrollment materials, parents will receive a copy of a parent checklist which summarizes certification regulations, as well as a medication administration form and an immunization form. These forms are required by the state. The following contract is to be completed and signed by the parent/guardian before care begins. Please read over all policies and fee before signing the contract. We must discuss fees and what services are covered before care begins. You will receive a copy of the signed contract. If you have any questions regarding fees, policies or practices, please feel free to discuss them with me.

## This contract is between:

Provider's Name	Address	Mobile number	Line number
Nahid Abareghi	104 Longdraft Rd, Gaithersburg MD, 20878	(240)441-1676	(301)869-2930

## And

Mother/Legal guardian name	Add.	Phone
Employer	Add.	Phone
Father/Legal guardian name	Add.	Phone
Employer	Add.	Phone

## For the care of:

Child's name	Date of birth	Effective date
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## I. FEES

- A. The Parent/Guardian agrees to pay the provider a sum of \$\_\_\_\_\_ on a weekly basis, payable on Friday of each week for services of the week to follow. This may either be paid in cash or check.
- B. The Parent/Guardian agrees to pay the provider **two week** in advance a deposit of \$\_\_\_\_\_ which will be required to them upon the termination of this contract unless the condition of Paragraph C is not executed accordingly.
- C. The Parent/Guardian agrees to give the provider **four weeks** advance notice before terminating this contract.
- D. The Parent/Guardian agrees to pay \$25.00 fee for each non-sufficient fund check.
- E. The Parent/Guardian agrees to will pay 5.00 per child, each 15 minute late for pickup of child determinate time and payable no later than the next payment due date
- F. If the child is absent because of sickness, vacation, holiday, etc., the provider shall be paid for the whole week.
- G. If the provider is unable to care for the child, for some unforeseen reason (other than holiday or vacation), \$\_\_\_\_\_ per day will be deducted.

## II. VACATIONS

A two week notice of vacation must be given to the provider in advance. The parent/guardian is responsible for paying during the year.

The provider takes two week vacation with pay during a year. The parent/guardian will be notified four weeks in advance of provider's vacation.

## III. OTHER POLICIES

- A. Illnesses - No child with communicable disease is permitted to attend the daycare.
- B. Medication- A written permission from child's doctor is required for administering medication by provider.
- C. Trial periods - Two weeks trial periods are provided. The parent / guardian will pay the provider for the trial period in care of contract withdraws.

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**D. Hours of operation** - daycare hours are from \_\_\_\_\_ to \_\_\_\_\_. The daycare will be closed during federal holidays.

**E. Supplies** - The provider provides breakfast, lunch and two snacks per day. The breakfast serves 8:00am to 8:30am. The provider doesn't provide any meals / snacks for infants less than 1 year old.

**F. Emergency contact and release persons** – **Do not include parents and guardians**

- The persons designed in this section will be contacted by the daycare and are authorized to pickup the child if there is a medical or other emergency and parent / guardian cannot be reached. Parent / guardian must complete any state-specific emergency release forms required by individual state child care licensing regulations. In addition, release person must be 18 years of age or older.

#1 Name/Address	Relationship	Primary Phone	Secondary Phone
#2 Name/Address	Relationship	Primary Phone	Secondary Phone
#3 Name/Address	Relationship	Primary Phone	Secondary Phone

- Day care staff will release your child only to you or to those persons you have listed above. For the safety of your child, we will request all authorized release persons with whom staff are not familiar to provide government issued photo ID at time of pickup. If you want a person who isn't identified above to pick up your child, you must notify provider in advance. Your child will not be released without prior authorization.

**G. Hours of care needed:** (Be sure to specify if AM or PM)

Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Drop off							
Pick up							

**H. Discipline-** The provider follows the discipline guidelines recommended by Montgomery County child care administrator which includes avoiding physical punishment, threats, humiliation, and withholding food.

**I.** It is mutually agreed that either party will have the right to terminate this contract within two weeks notice given to the other party.

**J.** According to the Maryland child care administration, all federal holidays New Year's Day, President Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the day after, Christmas Eve and Christmas Day are considered paid holidays for the provider. In summary circumstance, if the provider was able to offer him/her a service during any of federal holidays as extra service, the parents/Guardian agrees to pay double for such service.

**K. TV Policy-** Children above 2 years old and older can watch appropriate cartoons half an hour per week, but music and educational songs will be played as needed.

**L.** The provider has no responsibility to potty train your children.

I/We undersigned to hereby agree with the conditions stated in the contract and agreed to enter this contract with \_\_\_\_\_ the daycare provider.

Parent/Guardian \_\_\_\_\_

Signed on this \_\_\_\_\_ day of \_\_\_\_\_

Daycare Provider Signature  
\_\_\_\_\_

Parent/Guardian Signature  
\_\_\_\_\_