

Care Agreement  
Heart and Hands/Catino Family Childcare

**Welcome** to Heart and Hands/Catino Family Childcare. We are pleased to welcome you and your child into our program where we intend to provide a loving, safe, and fun environment for all the children in our care. We are committed to providing positive loving guidance with many interesting and varied experiences. We will provide appropriate activities such as: story time, music, movement, art, free time, crafts, socialization, and games (to help your child grow cognitively, physically, emotionally and socially).

**Hours/Fees** Staff is on site 7:45-5:30. Full day is 8:00-5:30,  
Half day am is 8:00-12:30, Half day pm is 1:00-5:30

All fees are due in advance of services. Monthly fees are due before the 1<sup>st</sup> of each month. This agreement continues on a month by month basis. Fees and/or other terms of this agreement may be changed by Heart and Hands by giving 30 days written notice delivered by placement in your child's folder. Parent/Guardian may change fees or schedules with approval by Heart and Hands by filling out and returning the Rate and Date Form 30 dates before requested change.

Yearly registration of \$150. is due upon registration and again each August.

Monthly fees are not pro-rated for vacations, illness, missed days or holidays.

If account is sent to a collection agency, you agree to pay all fees that Heart and Hands/Catino Family Childcare incurs.

**Holidays** We are closed the following holidays: Labor Day, Rosh Hashanah, Yom Kippur, Thanksgiving Break (Thursday and Friday), Winter Break (two weeks), Martin Luther King Jr. Day, President's Day, First Day of Passover, Memorial Day, Independence Day, two weeks in summer and two teacher in-service days.

**Phone numbers:** The provider or assistant has my/our permission to give my telephone number to other parents from the program \_\_\_yes \_\_\_no

To share with perspective new clients \_\_\_yes \_\_\_no

**Illnesses/Injuries** Your child must remain home if s/he displays symptoms of illness including, but not limited to: fever, diarrhea, vomiting, lethargy, infectious conditions, unusual levels of irritability, etc. Children must remain home until symptom free. Scratches and scrapes are inevitable when children play and will be treated with basic first aid. For anything more serious, you will be notified at once. Prescription medication of any kind will only be administered with a "Permission to Administer Medication" from your physician and a written note from the parent giving permission to administer. The medication must still be in the original container, be current, and list the dose and times on the label. Non-prescription medications will not be administered.

Please initial that you have read and understand this page M/G\_\_\_\_ F/G\_\_\_\_

**Consent for Publication of Photographs** I hereby give permission for the use of photographs or videos taken of my daughter/son in any newsletter, brochure, newspaper, website, electronic publication, or other document that is published, distributed, or issued by Heart and Hands (Catino Family Childcare).

I further agree to release Heart and Hands (Catino Family Childcare), its officers, agents, and employees from any and all claims, demands, and actions of any kind that I have against them in regard to the publication of the photographs or display of videos.

**Consent for Consultation** I give my permission for the consultant(s) to observe my child in his/her childcare program. I also give permission for the consultant(s) and my child’s caregiver/teacher and to exchange information about my child. I understand that the consultant(s) will work with the caregivers/teachers in their effort to understand and address my child’s needs in the childcare program.

**Termination** This agreement may be terminated by either parent/guardian or provider by giving one month’s written notice in advance of the ending date. Payment by parent/guardian is due for the notice period, whether or not the child is brought to the provider for care. The provider may terminate the agreement without giving any notice if the parent/guardian does not make payment when due or if the child poses a health or safety risk to him/herself or to other children or if inappropriate behavior causes disruption in the program. If enrollment is terminated by the program, the pro-rated portion of the pre-paid tuition will be refunded.

**I have read** the parent handbook and Rate and Date Form and agree to adhere to the terms stated in such.

Failure by the provider to enforce one or more terms of the agreement does not waive the right of the provider to enforce that or other terms of the contract.

All children are admitted on a non-discriminatory basis. Equal treatment and services have no regard to: gender, race, color, religion, national origin, ancestry, or parent’s sexual orientation. All forms must be completely filled out and returned to facility before your child enters care. Please give prompt notice of any changes. Good communication between provider and parent is an important foundation for a good working relationship. This provides the best possible atmosphere for your child. Please do not hesitate to let me know of any problems, concerns, or suggestions.

I/We the parents of \_\_\_\_\_  
Have read and understand this provider agreement, including the parent handbook and Rate and Date Form and agreement. I/We agree to adhere to the terms listed above and in handbook.

Mother/Guardian \_\_\_\_\_ Date

Father/Guardian \_\_\_\_\_ Date

Donyu or Ezra Catino \_\_\_\_\_ Date