

## Parent / Guardian Agreement

This agreement is between \_\_\_\_\_ (parent/guardian),  
\_\_\_\_\_ (parent/guardian) and Social Enterprise for Canada (SEC) and outlines the terms and conditions for Child Care Services provided by SEC.

I/We agree:

- To pay my child care fees by the first working day of each month by Pre-authorized Debit (PAD), credit card (3% fee will be added for credit card payments) or providing post-dated cheques. No reimbursements will be made for days or partial days where care is not provided, or as a result of a program closure. Failure to pay my child care fees may result in the immediate termination of care.
- To pay a \$25.00 fee to SEC for each N.S.F. cheque. Issuance of more than 2 (two) N.S.F. cheques in a 12 month period may result in the termination of care.
- To pay a non-refundable registration fee of \$25.00 at the time of registration.
- A deposit equal to 50% of the monthly fee is required once you receive confirmation of your child's spot is available.
- Deposit is refundable provided two (2) weeks written notice is received at the following email address
  - Johnsvie Village School age program- [Johnsvie.banda@socialenterprise.ca](mailto:Johnsvie.banda@socialenterprise.ca)
  - Our Lady of Fatima School age program- [Our.ladyoffatimabanda@socialenterprise.ca](mailto:Our.ladyoffatimabanda@socialenterprise.ca)
  - Maple Leaf School age program- [mapleleafbanda@socialenterprise.ca](mailto:mapleleafbanda@socialenterprise.ca)
- A reinstatement fee may be applied if withdrawing and re-enrolling my children within the same school calendar year.
- To fulfill all the requirements related to my child care subsidy if my child(ren) receives a subsidy. If my status changes, it is my responsibility to pay any increased charges.
- To refrain from asking Centre staff to provide babysitting services for my child(ren).
- That a late fee of \$5.00 will be charged for the first 10 minutes (or any part thereof) and \$1.00 per minute after that. Late fees must be paid by cheque, and are due at the time of pick up.
- That if a facility closure occurs due to inclement weather, unscheduled stat holidays / PA Days or for other reasons as outlined in the handbook, the program will not operate. Please note that reimbursements will not be provided due to program closures
- To participate in meetings as requested to discuss/support behaviour management.

I have received and understand the policies and procedures of the SEC Child Care Program. I agree to abide by the policies and procedures as outlined in the Parent Handbook.

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**

July 29, 2022