

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 non-refundable per child registration fee of \$25.00 at the time of registration.
- A security deposit of \$200 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
 - Our Lady of Fatima School age program- Our.ladyoffatimabanda@socialenterprise.ca
 - Maple Leaf School age program- mapleleafbanda@socialenterprise.ca
- To pay a \$25.00 fee to SEC for each N.S.F.
- A reinstatement fee of \$30 will 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 for the first 10 minutes and \$1 for every minute after that will be charged. 5 documented late pickups may result in termination of childcare services.
- 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.
- Families receiving fee assistance who exceed their allowed absent days will be responsible for paying the full-fee cost of those days

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