



# Curious Explorers

Last Updated: April 2023

## Parent-Provider Child Care Contract

I. The following contract is between Curious Explorers located at 4704 14th St, 5700 Georgia Avenue NW, or the Home Day Care at 5732 13th St NW Washington, DC and \_\_\_\_\_

for daycare of the child/children listed below: **please circle your desired location.**

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

## II. Standard Rates and Payment Policies:

**Waitlist** - There is a fee of \$200 to be added to our waitlist. Please note, being on the waitlist does not guarantee you a space when one becomes available. You'll be notified when space becomes available; however, you should enroll within 2 business days otherwise the opportunity will be given to the next parent ready to enroll.

**Secured Seat** - To secure a child's position until \_\_\_\_\_ (specify preferred start date), Curious Explorer's requires a nonrefundable upfront payment of \$500.

**Early Termination & Tuition Proration** – If a child leaves the program before graduating, full tuition is required. We do not prorate tuition for children leaving in the middle of the month. Tuition Proration/partial payments only applies to start date.

Fees will be as follows and paid on or before the 1<sup>st</sup> business day of each month. Tuition Invoices are sent out before the end of the month. For each day payment is late, a \$10/day fee will be applied.

### TUITION

**We have two monthly rates.**

Monthly Tuition: \$2300/month (breakfast, am snack, lunch, pm snack, American Sign Language class & Yoga)

Monthly Tuition \$2600/month (breakfast, am snack, lunch, pm snack, diapers & wipes, & American Sign Language class & Yoga)

\$2200 for three-year-old onwards

**Tuition will increase between 5 – 10 % depending on the inflations of expenses every year.**

\_\_\_\_\_ will be primarily responsible for the payment of fees.



### III. Days and Hours of Care

Curious Explorers will provide full-service care Monday through Friday from 7 am to 6 pm, excluding the following holidays:

- New Years Day
- Martin Luther King Day
- Inauguration Day (as applicable)
- President's Day
- Emancipation Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
  - An early closing day before Thanksgiving
- Black Friday
- Christmas
  - Early closing on Christmas Eve, 3 pm
- Closed week between Christmas and New Years
- In terms of an emergency closure, parents are expected to pay full tuition up to a month to hold their spot. If the closure continues for more than a month, parents will be asked to pay 80% to keep their child's spot. If you have more than one child at CE, you will need to pay 60% for each child to hold your spot.

An annual calendar will be released and distributed to all families for each calendar year listing in more detail the specific dates we will be closed. There will be some emergency closures regarding staff training, depending on when OSSE made the announcement. Some dates included in the annual calendar may not be present in this contract.

### IV. Food & Supplies

Curious Explorers provides fresh, healthy meal choices. CE will provide the following meals for each child:

- Breakfast
- Morning Snack
- Lunch
- Afternoon Snack

*If required, CE will also provide formula at no additional cost.*



The parent(s)/guardian(s) will provide the following:

- Fitted Crib sheets or fitted cot sheet
- Change of Clothes
- Diapers
- Wipes
- Facial Tissue
- Breast Milk, formula, if required

Should any allergies be known prior to care or discovered during care, the parent/guardian must inform Curious Explorer's immediately. Should the allergy greatly affect the content of meals, parent/guardian may need to supply additional food.

#### **V. Rates for Absences, Vacations and Overtime:**

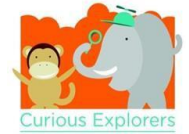
Parent/guardian will notify Curious Explorers by 7am, if the child(ren) will be absent for the day. Curious Explorers can be notified via phone call, Daily Connect, text or email.

Monthly rates will not be reduced due to sick days, holidays or vacations.

If the parent/guardian drops off the child earlier or picks up later than the times specified above, the following overtime rate will be charged: \$25 flat fee plus \$1 per additional minute outside the standard care hours.

#### **VI. Termination procedure:**

This contract begins on the following date: \_\_\_\_\_ and may be terminated by either parent/guardian or provider after giving **(8)** weeks' written notice. **A \$1000 fee applies for inadequate (less than 8 weeks) termination notice. The provider may terminate the contract without notice if the parent/guardian is over (1) week(s) late with scheduled payments. Unpaid fees will be sent to the collection office if no payments are made.**



**VII. Signatures and Acknowledgements:**

By signing this contract, all parties agree to all of the above terms and policies, including financial responsibility for childcare provided. The provider is responsible for giving all parties a copy of the signed.

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Parent/Legal Guardian Signature & Date

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Address of Parent/Legal Guardian & Phone number

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Curious Explorers' Signature & Date