



BUSY BEES DAYCARE
PARENT/PROVIDER CONTRACT

1520 B Barry Rd.

Yuba City, CA 95993

530-673-3409

www.busybeesdaycare.com

Owner/Provider: Michelle Standley

Lic. # 515405289

1. *Hours, Days, and Ages:*

Busy Bees Daycare is open from 6 a.m. until 6 p.m. Monday through Friday.

We are licensed to care for 14 children, ages newborn to 12 years old.

Busy Bees Daycare is a FULL DAY operation. However, when openings exist, part time (less than full day) children will be accepted on a temporary basis.

2. *Rates, per child, based on a 9 hour day:*

Half day or less (4 or less hours)		\$ 20.00
Full day	(Anything over 4 hours)	\$ 26.00
Weekly	(Full-time)	\$130.00
Weekly	(Part-time)	\$100.00
Monthly	(Full-time)	\$520.00
Monthly	(Part-time)	\$400.00
School Age	(school in session)	\$350.00
	monthly	

Payment MUST be made in advance, preferably on Monday morning.

Overtime care- If you are late picking up your child without prior notice, you will be charged \$5.00 for every 15 minutes over the regular pick-up time.

You MAY occasionally be asked to pay for special trip expenses or for small amounts of spending money for your child.

3. *Vacations, Holidays, and Absences:*

Busy Bees will be closed the following Holidays WITH pay:

New Years Eve Day

New Years Day

Memorial Day

4th of July

Labor Day

Thanksgiving Day

Day after Thanksgiving

Christmas Eve Day

Christmas Day

Any other days that Busy Bees Daycare is closed will be WITHOUT pay. Michelle Standley, as Owner/Provider will be responsible for notifying parents of planned absences as far in advance as possible, and will help make arrangements for substitute care when possible.

A daycare space will NOT be held for a child who is gone for vacation when daycare is in session, unless paid for. You must pay for your child's contracted hours whether he/she is here or not. However, other arrangements will be considered on an individual basis.

4. *Meals and Snacks:*

The following meals and snacks will be provided: Breakfast, Morning Snack, Lunch, and Afternoon Snack. Dinner will be

served on an AS NEEDED basis, for an additional charge of \$5.00/child.

There is a conscious attempt to serve nutritious foods, as well as sometimes involving the children in meal preparation as a learning experience.

Busy Bees Daycare participates in the Child Care Food Program, which is a federal food program that helps to ensure we are serving foods that meet USDA guidelines.

5. *Trial Period:*

Your child's adjustment is important to both of us. It is agreed that a TWO WEEK trial period will exist before arrangements for regular care are finalized. After this period, a conference will be set up to discuss permanent arrangements. Also, all other documents required by this Contract will be due at the end of this trial period.

6. *Health and Illness, and Emergencies:*

- A. If you wish me to administer any medication, even aspirin, you MUST supply me with this WRITTEN permission. This form is attached. Also, the medication must be in its original container, with the child's name and current date.

- B. I accept children with colds and other minor ailments. Therefore, if your child is sick please use good judgment. Do NOT send your child with a

fever or contagious disease. If you are in doubt, please call and we will make a joint decision.

- C. I MUST have phone numbers where parents can be reached, plus Doctor or Clinic numbers. It is extremely important that these numbers be kept current, so I may reach you when necessary.
- D. Parents must sign the attached Authorization for Emergency Medical Care. In the event of a medical emergency concerning your child, I will make every effort to contact you. If I can not reach you, I MUST have the signed release form in order to get medical care for your child.
- E. Please notify me at once if you find your child has a contagious disease so that I, my family, and the parents of other children in my care may respond appropriately. I will, in turn, notify you if your child has been exposed to any contagious illnesses.
- F. Please inform me of any allergies your child has.

7. Legal Guardianship:

I am required by law to release your child to his/her legal guardian. It is therefore assumed guardianship for your child resides with, and only with, mother and father. Should you wish to make other arrangements, a letter from the appropriate Court or a copy of other appropriate documents or authorization will be required.

8. Transportation:

You are responsible for transporting your child to and from my home. School age children may walk to and from school, if parent approved and a note is kept on file authorizing child to do so.

I will provide transportation on field trips. State law requires federally approved car seats for infants and toddlers. Parents must provide approved car seats on field trip days. ALL children will be required to wear seat belts while in my car.

9. *Clothing:*

Please dress your child in clothes that can get dirty, so that he/she is free to play on the floor or outside. Although we will use smocks for art activities, clothing may still get dirty or stained. Parents will provide a change of clothes for the child, labeled with his/her name that can be kept at the daycare facility.

Please dress your child in clothing appropriate for the weather. We have outdoor play daily, weather permitting. Please LABEL boots, hats, mittens, coats, etc.

10. *Termination:*

I require a TWO week notice, in writing, for discontinuance of services. You will be liable for TWO WEEKS daycare fees in the event the aforementioned notice is not given. In the event it proves necessary to retain an attorney to enforce any of the terms of this contract, you will be liable for all reasonable attorney fees and court costs.

You, in turn, will receive a TWO WEEK written notice from me if I can no longer offer service to you and your child.

11. My Additional Responsibilities:

I will provide a licensed, clean, safe daycare home which supports the physical, social, intellectual and emotional needs of your child.

Child care is a tax deductible expense. I will be happy to provide you with a year-end total for your income tax purposes.

I am required by law to report any sign of neglect or abuse of the children in my care, and will promptly do so. I am liable and can be fined and/or jailed for failure to do so.

12. Your Additional Responsibilities:

Supply me with any special foods, clothing, or equipment necessary, i.e.; baby food, formula, baby powder, diapers, wipes, toothbrush, forms and medications as needed, etc. Also, if your child has a special blanket and/or pillow they would like to use for nap time, please supply me with those as well. All clothing and blankets, etc. shall be taken home weekly to be washed.

Notify me of any changes in telephone numbers or addresses.

Notify me in advance of the need to drop off or pick up your child at times other than the normal hours agreed upon.

Inform me of any changes in your child's behavior or life circumstances, i.e.; divorce, death in the family, etc.

Parent(s)/Guardian(s)

Date

Licensee

Date

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