



## WE KARE DAYCARE ADMISSION AGREEMENT

### **LICENSING AGENCY**

We Kare Daycare is licensed by the State of California and operates within the guidelines set by Community Care Licensing. Community Care Licensing has the authority to interview children and staff and to inspect and audit all facility records without prior consent. We Kare Daycare shall make provision for private interviews with any child or staff member and for the examination of all records relating to the operation of the facility. The licensing agency shall have the authority to observe the physical condition of the children including conditions which could indicate abuse, neglect, or inappropriate placement.

### **BASIC SERVICES**

We Kare Daycare operates from 6:00a.m. to 6:00p.m. Monday through Friday. We welcome children ages 18 months to 12 years without regard to race, religion, color, sex, national origin, or any other basis prohibited by law. Prior consultation is needed to ensure that the needs of every child can be met at our facility. Children who become ill while in our care will be isolated and the parents will be notified to promptly pick up the child. Only well children, free from illness, Flu for at least 24 hours, and COVID19 children 14 days then those children will be allowed to enter the school. We Kare Daycare is a developmentally appropriate curriculum consisting of a variety of components designed to meet the needs of the children we serve and their parents.

### **OPERATING HOURS CLOSED HOLIDAYS**

**Monday through Friday 6:00a.m TO 6: 00p.m**

These are the paid holidays that We Kare Daycare is closed. **New Year's Day, Martin Luther King Jr Day, President's Day, Independence Day, Memorial Day, Labor Day, Juneteenth, Veterans' Day, Thanksgiving Day, Christmas Day.** If any holiday lands on a weekend, we Kare Daycare will take the day before or after the holiday.

### **MEDIA**

We promote our school through, Face book and at [www.wekaredaycare.com](http://www.wekaredaycare.com), some images may contain your child's picture, but never their name. This is how we reach families looking for childcare such as yourself, by having a look inside from the outside, it gives parents a little more insight as to what goes on in our school.

### **PAYMENT PROVISIONS**

A registration fee will be due upon enrollment and is renewable each fall. Registration fees are **non-refundable**. An additional fee may be charged for materials and field trips. All tuition is automatically billed each week and is due and payable on Friday the week prior to attending. Your weekly tuition fee is \$ \_\_\_\_\_. A **\$35** late fee will be assessed if tuition isn't paid the Friday prior to the week of care. We Kare Daycare reserve the right to refuse attendance if your account is more than one week overdue. There will be a **\$35** charge for all returned checks and cashier's check/money order will be required as payment for a returned check. **There will be a \$5.00 a minute per child charge for late pick up** after the regular closing time. Legal authorities may be contacted if children are still in our care one hour after closing time. There is 2 weeks' notice required for termination of services. **Please refer to your Parent Handbook for details regarding policies and procedures.**

### **TERMINATION CONDITIONS**

We Kare Daycare reserve the right to ask you to make alternative care arrangements. The conditions may include, but are not limited to nonpayment of tuition, discipline or behavior problems, and failure to cooperate with We Kare Daycare policies and procedures. We require 2 weeks' notice to terminate services.

We Kare Daycare reserve the right to revise any fees and or policies upon 30 days written notification to parents.

Child's Name: \_\_\_\_\_ Enrollment Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date \_\_\_\_\_