

**Little NEMO's Daycare & Out of School Care Centre**  
**Enrollment Contract**

It is our desire to enroll our child in little Nemo's daycare and out of school care Centre Inc.

I/We have received a copy of the little Nemo's daycare and out of school care Centre policy handbook. We have read, understand and agree to abide by the policies contained therein. We also understand that my child is being accepted on one-month trial basis. During this time, the staff will make observations and evaluations pertaining to the child's ability to adapt to daycare surroundings. Unless otherwise notified, the child/children will be accepted and permanently enrolled. I/We further understand that if the policies outlined in this handbook were not adhered to, it would be sufficient cause for removal of child/children from the daycare program.

I/We also agree to give a minimum of one month written notice of my/our intent to withdraw my child from the daycare program. If one-month notice is not given, I agree to pay full fees for the final month. I understand and agree that if my balance is not paid within one month of our termination of service, our account is sent to collection that I/We will be responsible to pay full payment plus 25% to 50% collection fees, and the account will be reported to the credit bureau.

Please initial next to each of the following policies that you have read, understand and agree to. We want to be sure you understand and agree to these policies.

(    ) Meal    (    ) Medication    (    ) Accident    (    ) Illness    (    ) Drop off time  
(    ) Off site activity    (    ) Fees and registration    (    ) Subsidy    (    ) Late pickup

\_\_\_\_\_ I/We have read and understand the daycare's policies in the parent's hand book.

\_\_\_\_\_ I/We understand that I/we must provide a completed form to the daycare.

\_\_\_\_\_ I/We understand daycare payment is due on the first business day of the month.

A \$20.00 fee will be applied for each day the payment is late. After 5 days of no payment, the daycare will terminate the registration and the account will be sent to collection and to credit bureau if it is not paid within 30 days in full plus the \$100 late fee.

\_\_\_\_\_ I/We understand to update my child information if there is any change.

\_\_\_\_\_ I/We understand child discipline policy and I/We have read and shared the daycare rules with my/our child.

\_\_\_\_\_ I/We consent and agree for pictures to be taken and posted in the daycare for daycare purposes only. I also agree for pictures or videos of my child to be posted on the programs website and therefore give permission for that use.

\_\_\_\_\_ I/We understand and give permission to daycare staff to take my child to walking Distance Park as part of the daily program plan when the weather permits. Parks shall be within 1-kilometer radius.

\_\_\_\_\_ I/We consent and agree for Little NEMO's staff to apply sunscreen and insect repellent when needed (parent must supply and label with child's name).

**I/We consent and agree for little NEMO's daycare nurse to complete the following assessments on my child**

\_\_\_\_\_ Nipissing developmental screening and/or Ages and Stages Questionnaire (ASQ) and/or Ages & Stages – social emotional questionnaire (ASQ-SE) as part of a developmental screening assessment.

\_\_\_\_\_ Monitor my child's physical growth by taking their height and weight to complete the growth charts appropriate for their age.

\_\_\_\_\_ The daycare nurse will maintain my child's health record such as the developmental screenings, their growth charts, and immunization records. These records will be confidential and will be kept in safe place in the office

\_\_\_\_\_ I will provide the daycare nurse with all relevant health information needed for daycare operation

**Signature**

**Name of Child:** \_\_\_\_\_

**Name of Parent:** \_\_\_\_\_

**Parent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Director's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_