

Mother`s Choice Daycare
1604 Penninger Drive • Boise, Idaho 83709 • (208) 375-4640

Child`s full name: _____

Date of birth: _____

Special needs, allergies, etc.: _____

Mother`s name: _____

Address: _____

E-mail address _____

Work phone: _____ Home phone: _____

Father`s name: _____

Address: _____

Work phone: _____ Home phone: _____

IN CASE OF EMERGENCY

Name: _____

Address: _____

Work phone: _____ Home phone: _____

Name of people authorized to pick up the child: _____

Mother`s Choice Daycare

1604 Penninger Drive • Boise, Idaho 83709 • (208) 375-4640

PROVIDER-PARENT CHILD CARE AGREEMENT

The payment should be: _____ per _____ paid on the 1st day of the_____.

A late charge of \$10.00 per day will be added to the over-due balance, including Saturday and Sunday.

The first week to be paid in advance plus \$50.00 non-refundable registration fee per family.

People on ICCP are responsible to get their paperwork in before the end of each month, or they will be charged a late charge for late checks.

Care is normally provided from _____ am to _____pm on these days: (circle all that apply)

MONDAY TUESDAY WEDNSDAY THURSDAY FRIDAY

TERMINATION PROCEDURE

This contract may be terminated by either the parent or provider by submitting a written notice one month prior to the ending date. Payment by the parent is due for the notice period regardless of the child`s presence in the daycare. The provider may terminate the contract without notice if the parent does not make the payment when due. Failure by the provider to enforce one or more terms of the contract does not waive the right of the provider to enforce any other terms of the contract.

SIGNATURES

By signing this contract, parents agree to abide by the policies and conditions of the providers contract. The provider may at any time amend these policies by giving the parent the amended policies two weeks prior to going into effect.

Provider`s signature: _____ Date _____

Mother`s signature: _____ Date _____

Social security #: _____

Father`s signature: _____ Date _____

Social security #: _____

Mother`s Choice Daycare

1604 Penninger Drive • Boise, Idaho 83709 • (208) 375-4640

MEDICAL CONSENT

I, _____, give my permission for daycare provider(s), _____, to administer medication as instructed to _____ while in the daycare.

I also authorize Mother`s Choice Daycare to secure emergency medical/surgical treatment from a licensed physician/hospital for my child _____ should it be deemed necessary. I understand that all reasonable efforts will be made to contact me in the event of an emergency situation. I agree that I am responsible for the expense of any such emergency.

I am aware that Mother`s Choice Daycare does not provide liability insurance for the children in the daycare.

AUTHORIZATION FOR TRANSPORTATION

I, _____, hereby authorize Mother`s Choice Child Care (Child`s parent) to provide transportation in a private or public vehicle for my child, _____ for the purpose of daycare activities.

Mother`s signature: _____ Date: _____

Father`s signature: _____ Date: _____

Family Doctor: _____
Phone: _____

Family Dentist: _____
Phone: _____

Medical insurance, company name and #: _____

Mother`s Choice Daycare

1604 Penninger Drive • Boise, Idaho 83709 • (208) 375-4640

Hours: 6:30 a.m. to 6:30 p.m. Monday to Friday. A list of the days we are closed is included in this handbook. Please post this at home.

Rates: \$_____ per _____

There are three penalties charges:

1. \$25.00 Returned check charge.
2. After hours fee of \$1.00 cash per child for every minute past 6:30 p.m. payable to the teacher on duty at the time of tardiness.
3. A late charge of \$10.00 per day will be added to the over-due balance including Saturday and Sunday

Children must be changed and dressed before entering the daycare each day. You are responsible for supplying diapers, wipes, Desitin, bottles, etc. and an extra change of clothes if needed. If daycare has to provide any of these items a charge of \$5.00 per day will be added to the bill.

Meal Times: Breakfast: 8:30 – 9:00
Lunch: 11:00 – 12:00
Snack: 4:00 – 4:30

Please be sure that your child has had a proper meal if you miss a meal time.

Days Closed: New Year`s Day and Eve
Martin Luther King Jr. Day
Memorial Day
July 4th
Labor Day
Thanksgiving Day and the day after Thanksgiving
Christmas Eve and Christmas

Please Bring:

1. A blanket that will be left at the daycare and returned every Friday to be washed.
2. Babies: For the comfort of your child make sure that there is Tylenol or teething lotion left in their basket at all times.
3. A change of clothes is to be left in case of accidents. This should be put in a bag with the child's name on it, or in your bag.
4. Immunization record

Accidents and Emergencies

Teachers at Mother's Choice daycare are well-trained in First Aid and CPR and can handle everyday bumps and bruises. Should emergency actions be needed, the parents will be notified immediately. If parents cannot be reached in case of an emergency, your doctor will be notified and the other numbers listed on your completed registration form will be called. All staff on Duty is CPR and First aid certified.

Discipline

We approach the question of discipline as a means of helping children learn acceptable behavior. However, if inappropriate behavior, such as hitting another child occurs it is handled by a "time-out" procedure. The inappropriateness of the behavior is calmly explained to the child, who is then asked to sit without participating. The child can rejoin the group when he/she will no longer use the wrong behavior. If continuous discipline problems do arise, parents will be contacted so that together we can come up with a positive program for the ultimate benefit of the child.

Candy and Gum

We ask that children **DO NOT** bring **GUM** to daycare. However if they would like to bring a treat occasionally for all of the children, that is permissible. Birthday treats are wonderful they make the birthday child feel special.

Although we strive to serve nutritional meals and snacks, we do provide treats now and again which may be candy bar, ice cream, suckers, etc.

NAP TIME

A nap is provided for **ALL** children. We believe it is necessary for children to have some time by themselves each day and also to be able to rest from the day's activities.

ILLNESS POLICY

A Safe and Healthy Environment is important for all children. This illness policy is designed to decrease disease transmission and protect the health of your child, the other children and the staff.

- ❖ Handwashing will be done several times a day including: when staff/children arrive at child care, before eating, after diaper changing and toileting, before food preparation, after handling pets, after wiping noses and cleaning up spills, etc.
- ❖ The environment and equipment will be cleaned on a routing basis as needed.
- ❖ If the child should become ill while in child care, the child's parent/guardian will be notified immediately.
- ❖ Any ill child will be separated from the other children and be made as comfortable as possible.
- ❖ Staff shall record the child affected, the date and time of illness, a description of the symptoms, who was notified and their response.
- ❖ The child care provider will make the final decision about continued care for the ill child based on:
 1. Exclusion list (some diseases require exclusions – see list)
 2. Provider's ability to adequately care for the ill child and the rest of the children.
 3. Ill child's ability to participate in routine activities.
 4. Increased risk of disease transmission.
- ❖ Parent/Guardian will be notified to pick up the ill child within a specified time frame.
- ❖ It is important to plan ahead for sick child days and either be able to leave work or have a back-up plan, such as relative or friend who can care for the child.
- ❖ Please do not bring your child to care if he/she has had diarrhea, vomiting, and/or a fever (101° oral, 102° rectal, 100° axillary (armpit) accompanied by behavior changes or other signs/symptoms of illness within a 24 hour period.
- ❖ Please notify the child care provider if your child is diagnosed with or exposed to an infectious disease.
- ❖ You will be notified if a child or family member attending this child care program has been diagnosed with an infectious disease. Information about the disease will be provided when possible. Health Department guidelines will be followed.
- ❖ Proofs of up-to-date immunizations are required to be on file within 14 days of enrollment. (Idaho Code 39-1118) Exemptions may be considered.