



PARENTAL AGREEMENT

Please refer to the Parent handbook for full details on each policy.

Please read and check mark beside each of the following statements to confirm your acknowledgement.

- I have received and read my copy of the Parent Handbook.
- I understand and agree to abide by the financial arrangements as stated in the Payment Policy.
- I am responsible for any applicable service charges that may occur if a payment is declined. (NSF)
- I understand I must submit each Child Care Schedule Request on or before the deadline date, and that I am required to pay for days that have been booked whether my child was in attendance or not.
- I understand that regular fees are required for statutory holidays, as per your regular schedule.
- I understand that a fee of \$5.00 for every 5 minutes will be charged to my bill if my child is still in attendance after 6:00 p.m.
- I understand that two weeks written notice is required if I plan to temporarily or permanently withdraw my child from the center. I will be billed two weeks from the day the center receives my written notice.
- I understand that there is an annual registration fee of \$40 per child or \$50 per family that is due on registration and will be charged to my bill on an annual basis every September.
- I understand that accounts 30 days overdue will be subject to interest charge of 2% per month, upon withdrawal interest charges increase to 5% on outstanding amount.
- I understand that upon enrollment of 6 months, each child will be allocated unpaid vacation time as set out in the vacation scheduled in the parent handbook.
- I understand that as part of being a member of this co-op center, I am responsible to provide 8 hours of my volunteer time or pay the \$100.00 volunteer fee annually.
- I understand that daycare fees are payable in full on the first of the month, or I may choose the option of paying 50% on the 15th of the month, with the remaining 50% of the monthly balance due on or before the last scheduled day for care in the month. Fees are payable by cash, cheque or e-transfer.
- I understand that daycare fees are subject to change.
- I understand that there is a registration requirement with a minimum of two days per week for all age groups.
- I understand the anaphylactic food policy and that any outside food is not permitted in the centre.

PARENTAL CONSENT

In the case of accidental injury, the centre will contact a parent. If we cannot reach a parent, the Emergency contact person on your application form will be contacted.
If we feel your child requires immediate medical attention, we will arrange transportation by ambulance.

- I give consent for Sunshine Heights Day Care, to arrange medical attention for my child in an emergency
- I assume responsibility of any resulting expenses (i.e. ambulance costs)

Due to our location, we are able to walk to many areas of interest. (i.e. Downtown, Town Park)

- I give permission for my child to participate on these walking trips
- I give permission for my child to play on Town Park/Playground Equipment

There are times when children may have their picture taken by a newspaper which may or may not be published. Permission is required by you if you allow your child's picture to be published.

- I give permission for my child's photo to be printed in local media covering Sunshine Heights Daycare activities/outings.
- I give permission for my child's name to accompany the photo printed.

OR

- I decline permission for my child to be involved in media coverage involving Sunshine Heights Day Care.

I _____ have provided Sunshine Heights Co-op Day Care with all custody orders, agreements or legal documentations that they may require in regards to my child/children.

Signing below I am indicating that I have read, understand and agree to the parental agreement.

Parent /Guardian Signature: _____ Date: _____

Parent /Guardian Signature: _____ Date: _____

PARENT BOARD

Sunshine Heights Daycare is a non-profit co-operative daycare centre. This means we require the active participation of parents to help in setting the long range and day to day mandates of the educational process within the daycare.

The daycare is governed by a Board of Directors and voting members, which is made up of parents and guardians of the children who attend the daycare. These members can help to identify and bring issues and improvements to the board and vote on actionable items.

You can have a say in your child's academic, social and emotional development. Along with commitment, you only need a healthy interest in your child's care and success.

- I am interested to learn more about becoming a Parent Board Member
- I am interested in becoming a Parent Board Member.
- I am not interested in becoming a Parent Board Member

PROTECTING YOUR PRIVACY

Please note that by submitting personal information to the Centre, you consent to our use of the information for a variety of purposes to further the work of the Centre. These purposes include:

- Volunteer development
- Safety and security
- Relationship building
- Centre sales and services
- Philanthropic activities
- Research, planning and education
- Program and service registration
- Participant needs and eligibility assessment
- Legal, regulatory and contractual requirements.

If you do not consent, have any questions or would like to limit some of the permitted uses, simply inform us in writing.

Sunshine Heights Day Care
40 Ward St.
Port Hope, Ontario
L1A 1L5 905-885-8929