

Provider/Parent Agreement per Child

Parent Name:

☐ Child is Private

Provider Name:

Child Name:

This Agreement is effective as of (date care starts):

Fee Schedule: **For agency registered families only.**

Please use the parent base and no base fee codes approved by Family Space and indicate which codes are scheduled for the child. Fee schedule can be found in our parent handbook on our web site. Parents and providers understand that two weeks written notice will be required for termination of care. The home visitor will be notified of any change in care. Providers may charge up to 20 billable closure days in a calendar year including the 11 stat holidays Family Space observes; **New Year's Day, Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Christmas Day, Boxing Day** plus 9 days of provider choosing including sick days. 2 weeks notice is required for schedule closures but will not be given for sick days. Each child in care is entitled to 10 non billable scheduled days with 2 weeks notice to provider. Fees are charged for all regular contracted hours of care during any vacation, recognized holidays and sick days except for the 10 non billable allowed in a year when 2 weeks notice is given. Please see parent handbook for more information.

Days of Week	Code	Drop off Time (HH.MMam/pm)	Pick up Time (HH.MMam/pm)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Other Fee Schedule Details “**for the agency and privately registered families**” (including withdrawal procedures, holidays, sick time) Note possible changes to schedule ie: school year vs summer care.

Meals and Snacks:

Meals will be served by the provider in accordance with the scheduled hours:

A.M. snack:

P.M. snack:

Lunch:

Other (specify)

When a child is on infant food it will be provided by the parent until the child is on table food. For a child on infant food, a separate feeding schedule must be completed and updated monthly for children up to 1 years of age. Any food or drink containers provided by the parent must be labeled with the child's name.

Indoor Supervision:

The provider is required to remain with children at all times while providing care. The supervision for indoor care for children shall be agreed upon by the parent and the provider. The provider must know the whereabouts of the children at all times and must have appropriate contact with them.

A) Constant Physical Supervision

OR

B) Within Ear/Eyeshot

Outdoor Supervision:

The provider is required to remain with children under the age of six at all times during outdoor play. The supervision of outdoor play for children ages six and older shall be agreed upon by the parent and the provider. A separate outdoor supervision plan must be completed and submitted to the Agency before indoor or outdoor play without constant physical supervision can take place. The provider must know the whereabouts of the children at all times and must have appropriate contact with them.

A) Constant Physical Supervision

OR

B) Within Ear/Eyeshot

OR

C) Other (Complete Outdoor Supervision Plan)

Escorting children:

This child(ren) under 9 years of age will be escorted to and from school or bus stop by:

This child(ren) 9 years of age or older may walk unescorted to school.

Name of School:

Phone #

Section is completed by Provider:

The provider administer prescription medications.

The provider have an Emergency Alternate Provider

Approved Alternate Provider Name:

If any of the terms and conditions agreed upon by parents and providers change, a new agreement must be executed. The agency must be informed of any changes in this agreement and a new agreement must be completed and forwarded to Family Space by the Provider.

I verify the all the information I have provided on this agreement is up to date and correct.

X

Parent signature:

Date:

X

Provider Signature: |

Date:

X

Family Space Quinte Inc. Staff

Date: