



## Parent / Guardian Agreement Parent / Guardian Agreement

This agreement is between \_\_\_\_\_ (parent/guardian),  
\_\_\_\_\_ (parent/guardian) and Social Enterprise for Canada (SEC) and outlines the terms and conditions for Child Care Services provided by SEC. I/We agree:

- To pay my child care fees by the first working day of each month by Pre-authorized Debit (PAD), credit card (3% fee will be added for credit card payments) or providing post-dated cheques. No reimbursements will be made for days or partial days where care is not provided, or as a result of a program closure. Failure to pay my child care fees may result in the immediate termination of care.
- To pay a \$10.00 fee to SEC for each N.S.F. cheque. Issuance of more than 2 N.S.F. cheques in a 12 month period may result in the termination of care.
- To pay a one-time, non-refundable \$25.00 registration fee per family, and to pay a two week deposit per child at the time of registration. Deposits will be applied to my last two weeks of care or reimbursed, provided 2 week's written notice is given.
- To give a minimum of 2 weeks written notice to the supervisor of the centre prior to withdrawal of my child(ren) from the program. If re-enrolling my child(ren), my status will be considered as a new family.
- To fulfill all the requirements related to my child care subsidy if my child(ren) receives a subsidy. If my status changes, it is my responsibility to pay any increased charges
- To refrain from asking Centre staff to provide babysitting services for my child(ren).
- That a late fee of \$5.00 will be charged for the first 10 minutes (or any part thereof) and \$1.00 per minute after that. Late fees must be paid by cheque, and are due at the time of pick up.
- That if a facility closure occurs due to inclement weather, unscheduled stat holidays / PA Days or for other reasons as outlined in the handbook, the program will not operate. Please note that reimbursements will not be provided due to program closures

I have received and understand the policies and procedures of the SEC Child Care Program. I agree to abide by the policies and procedures as outlined in the Parent Handbook.

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**



## Parent / Guardian Agreement (Centre Copy)

This agreement is between \_\_\_\_\_ (parent/guardian),  
\_\_\_\_\_ (parent/guardian) and Social Enterprise for Canada (SEC) and outlines the terms and conditions for Child Care Services provided by SEC. I/We agree:

- To pay my child care fees by the first working day of each month by Pre-authorized Debit (PAD), credit card (3% fee will be added for credit card payments) or providing post-dated cheques. No reimbursements will be made for days or partial days where care is not provided, or as a result of a program closure. Failure to pay my child care fees may result in the immediate termination of care.
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- That if a facility closure occurs due to inclement weather, unscheduled stat holidays / PA Days or for other reasons as outlined in the handbook, the program will not operate. Please note that reimbursements will not be provided due to program closures

I have received and understand the policies and procedures of the SEC Child Care Program. I agree to abide by the policies and procedures as outlined in this handbook.

I have received and understand the policies and procedures of the SEC Child Care Program. I agree to abide by the policies and procedures as outlined in the Parent Handbook.

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**