Childcare Enrollment Agreement

Larysa’s Home Daycare

Operating Hours: Monday – Friday, 7:30 AM – 5:00 PM | **Effective Date:** November 1, 2026

This Childcare Enrollment Agreement outlines the policies, expectations, and responsibilities between **Larysa’s Home Daycare** (“Daycare”) and the enrolled child’s parent/guardian.

1. Child Enrollment Information

CHILD’S FULL NAME

DATE OF BIRTH (MM/DD/YYYY)

PARENT / GUARDIAN NAME(S)

HOME ADDRESS

PRIMARY PHONE

PRIMARY EMAIL ADDRESS

2. Emergency Contacts

CONTACT #1

NAME

RELATIONSHIP

PHONE

EMAIL

CONTACT #2

NAME

RELATIONSHIP

PHONE

EMAIL

3. Authorized Pickup Persons

The following individuals are authorized to pick up my child from Daycare. Photo ID may be required upon pickup. Any changes must be submitted in writing.

Person #1

NAME

RELATIONSHIP

PHONE

Person #2

NAME

RELATIONSHIP

PHONE

Person #3

NAME

RELATIONSHIP

PHONE

4. Child Health, Allergies & Medical Information

KNOWN ALLERGIES (FOOD, MEDICATION, ENVIRONMENTAL)

MEDICAL CONDITIONS (ASTHMA, DIABETES, SEIZURES, ECZEMA, ETC.)

CURRENT MEDICATIONS

Emergency medications kept at daycare (check all that apply):

- EpiPen / Auvi-Q
- Inhaler (with spacer)
- Seizure medication
- Glucagon
- Other:

SPECIAL INSTRUCTIONS FOR EMERGENCY MEDICATIONS

DIETARY RESTRICTIONS

PHYSICIAN'S NAME

PHYSICIAN'S PHONE

HOSPITAL PREFERENCE (IF ANY)

Medical consent: In the event of a medical emergency, I authorize Larysa Eisener to obtain emergency medical treatment for my child if I cannot be reached immediately. I understand every reasonable effort will be made to contact me or my emergency contacts as soon as possible.

PARENT/GUARDIAN INITIALS

5. Child Illness Policy

- **Notification:** parents must notify the daycare as soon as possible if their child has a contagious illness.
- **Symptom-free window:** children must be symptom-free for at least **24 hours** (without the use of fever-reducing medication) before returning to daycare after experiencing a fever, vomiting, or diarrhea.

- **Medication storage & administration:** emergency medications (such as EpiPens or inhalers) must be provided by the parent, clearly labeled, and accompanied by signed written instructions.

6. Childcare Schedule & Reserved Space Policy

- **Hours:** daycare is available Monday–Friday, 7:30 AM – 5:00 PM. Enrollment reserves a consistent childcare space specifically for the enrolled child.
- **Reserved space policy:** tuition is based on the reservation of the child's space and is not attendance-based. Tuition remains due regardless of absences, including illness, vacations, appointments, family schedules, or other missed days.

7. Tuition & Payment Policy

Tuition is based on the child's contracted schedule and is paid weekly.

WEEKLY TUITION AMOUNT	PAYMENT DUE DAY	ACCEPTED PAYMENT METHODS
$ _____	Monday (by 8:00 AM)	Zelle Check

CATEGORY	AGE GROUP	DAILY RATE
Infant Care	12 months and younger	$75 / day
Toddler Care	13 months and older	$65 / day

Late pickup fee: daycare closes promptly at 5:00 PM. A late fee of **$1.00 per minute, per child**, applies for pickup after 5:00 PM. Late pickup fees are due at pickup or added to the following week's tuition balance.

Late tuition fees: payments received after Monday at 8:00 AM incur an immediate late fee of **$25.00**. An additional late fee of **$10.00 per day** accumulates for each day payment remains unpaid if tuition is not received by Wednesday at 8:00 AM.

Failure to submit tuition as agreed may result in suspension of care or termination of enrollment. Other payment methods must be approved in advance by Daycare.

8. Diapers, Wipes & Pull-Ups Supply Policy

Included supplies & sensitive skin care: daycare includes diapers, wipes, and pull-ups as part of enrollment care. To ensure high quality, health, and comfort for children with sensitive skin:

- **Elemental chlorine-free diapers & pull-ups:** all provided diapers and pull-ups are 100% elemental chlorine-free premium gentle brands.
- **Sensitive skin wipes:** all wipes provided are hypoallergenic, fragrance-free, and specifically formulated for sensitive skin.

9. Future Tuition Adjustments

Daycare reserves the right to adjust tuition rates when necessary due to increased operating costs, inflation, food costs, supplies, insurance, or other expenses associated with providing childcare. Parents/guardians will receive advance written notice before any tuition adjustment takes effect.

10. Provider Closures & Time Off

- **Provider vacation:** two (2) unpaid provider vacation weeks per calendar year. Families will receive advance written notice.
- **Provider sick days:** five (5) paid provider sick days per calendar year for provider illness or health/safety circumstances.
- **Paid holidays:** Thanksgiving, Christmas Eve, Christmas Day, and New Year's Day.

11. Communication through NestliCare

Daycare uses **NestliCare** as the primary communication platform for daily reports, diaper updates, nap information, meal information, activity updates, and general parent/provider messaging. Parents/guardians are expected to check NestliCare regularly.

12. Program Philosophy

Daycare provides a Montessori-inspired, play-based environment focused on supporting each child's individual development. The program encourages independence, self-confidence, grace, courtesy, and hands-on exploration in a warm, prepared environment.

13. CACFP & Non-Discrimination Statement

Larysa's Home Daycare **participates in the Child and Adult Care Food Program (CACFP)**. Nutritious meals and snacks are provided in accordance with CACFP guidelines. Larysa's Home Daycare is committed to providing services without discrimination regarding race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal for prior civil rights activity, consistent with applicable federal civil rights laws and USDA program requirements.

14. Agreement Termination Policy

- **Standard termination (2-week notice):** either party may terminate this agreement at any time by providing a minimum of two (2) weeks' advance written notice. Tuition remains due during the entire notice period regardless of attendance.
- **Immediate termination for safety concerns:** Daycare reserves the right to terminate services immediately without prior notice if, at the Provider's sole discretion, the safety, health, or well-being of any child or staff is compromised, or in cases of severe non-compliance or non-payment.
- **Chronic tardiness:** 3 or more late pickups within a month may result in termination of enrollment.

Acknowledgment & Agreement

By signing below, the parent(s)/guardian(s) acknowledge that they have read, understood, and agree to abide by all policies, terms, and conditions set forth in this Childcare Enrollment Agreement.

PARENT / GUARDIAN SIGNATURE

DATE

PROVIDER SIGNATURE (LARYSA EISENER)

DATE