

# Parent Handbook of Policies & Procedures 2024

## Dawn's Daycare

1117 Fox Run Rd

Waconia, MN 55387

(H) 952-442-1056

Email: Dawn@dawnsdaycare.info

### Program

A typical day at Dawn's Daycare would start with Free Play while all the children arrive for the day. I try to have some structure to the day; however, I base the schedule off the needs of the children. There will be structured activities such as holiday art/craft projects, group songs, table games, story time, fingerplays, etc. The children need Large Motor Time (play outside) on days the weather permits, so please pack appropriate outdoor attire for all ages of children attending. Failure to send appropriate gear may result in child being sent home. Breakfast is offered at 8:30-8:50 for those that need to be fed. Morning snack is typically 9:45 a.m. Lunch is at 11:30, while I prepare lunch, the children may read books or watch a television show. After lunch, we have some free playtime before naptime. Naptime (summer-quiet time for school agers only) 1:00- 3:15p.m., p.m. snack time, large Motor/Free Play, and Parent Pick-up 3:15-3:55.

I do not discriminate in relation to admission on the basis of race, creed, color, national origin, religion, or gender.

### My Training and Experience

I have worked in the childcare field for over 25 years. I worked in a daycare center as an Aide, and as an Assistant Teacher in all age groups. I've been a licensed provider in Carver County since 2010. I received my Associates Degree in Early Childhood from Hennepin Technical College in Eden Prairie. I have been a nanny for two families, for a total of twelve years. I am certified for Infant/Child CPR and First Aid, as well as SUIDS and Shaken Baby Syndrome. I continue to receive training/class hours related to the childcare field yearly. I also have the necessary certification to transport children while in my care. I am currently licensed with a C2 license (12 children) and float to a C1 (10 children, younger ages) when needed

### Hours of Care

Dawn's Daycare is open year-round, Tuesday through Thursday from 8:30 a.m. to 4:00 p.m. and Fridays 9 a.m. to 4 p.m., except on the following days listed. **All pick-ups must be 5-10 min prior to closing time.**

2024 Holidays (and observed holidays): Dawn's Daycare will be closed on the following holidays: New Year's Day observed (Monday Jan 1<sup>st</sup>), President's Day (Feb 19<sup>th</sup>), Good Friday & Easter Monday (March 29<sup>th</sup> & April 1<sup>st</sup>), Memorial Day (May 27<sup>th</sup>), Independence Day (July 4<sup>th</sup> & July 5<sup>th</sup>), Labor Day (September 2<sup>nd</sup>), Thanksgiving Day and Friday after Thanksgiving (November 28<sup>th</sup> & 29<sup>th</sup>), Christmas Eve (December 24<sup>th</sup>) Christmas Day (December 25<sup>th</sup>), Day after Christmas (December 26<sup>th</sup>)

Holiday: Parents will be responsible to find alternate care during caregiver holidays. These holidays are paid days; therefore, your weekly tuition will remain the same when a holiday or observed holiday lands on a weekday.

Time-off/Personal Days: Occasions such as doctor's appointments, dentist appointments, etc. Parents will be provided ample notice of these times. Caregiver claims twelve (12) paid personal days a year.

Provider's Sick Days: In the event the caregiver is ill enough not to be in a position to provide childcare, parents will be notified as soon as possible so alternate arrangements can be made. If the caregiver has personal days, she may use paid personal day(s) as necessary. These may be used same day notice of illnesses.

I have prescheduled my spring break time off and those dates I'll be closed are: March 1<sup>st</sup>, March 4<sup>th</sup>-March 11<sup>th</sup>, 2024.

Bereavement Time Off: In the event of a family member death paid bereavement leave will be according to below guidelines.

Immediate Family (3 Days): Parent, In-Law, Child, Spouse

Non-Immediate Family (1 Day): Aunt, Uncle, Cousin

Other Notices: The home daycare may be closed for unexpected incidences like inclement weather (I follow ISD110 weather school closures), family emergencies, public health recommendations, unsafe community concerns, and so on. Parents can follow ISD 110 announcements for weather closures, or I will give as much notice as possible in these instances, typically it would be early mornings before opening. Weekly tuition will remain the same.

**Your daycare hours will be what you contract for. This may not be the entire hours of the providers operation. For example, if you contract for 8:30 a.m. to 3:00 p.m., this does NOT mean you may drop your child at 8:30 or pick up at 3:50p.m. without prior approval from the provider. Please be courteous of your contracted day. The provider has the right to allow or disallow changes requested from the parents. Pick up times must be 10 minutes before closing time to allow discussion of the child(ren) day.**

## **Admission and Enrollment Procedures**

**Interview Procedures:** I will not accept any family into care without conducting a complete interview first. Both parties must feel comfortable and confident that the arrangements will work.

**Registration Package:** All parents MUST complete and sign the following forms found in their Registration Package BEFORE a child will be admitted into care:

*Admission and Arrangements Form*

*Immunization Record*

*Liability Insurance Notice*

*Permission to Administer Medications*

*Photo Permission Form*

*Wading Pool Permission Form*

*Travel and Activity Authorization*

*Child Care Orientation AND current contract yearly*

## Contract for Services

Parents MUST sign the Daycare Agreement (contract) before their child will be accepted.

## Trial Period

Your child's happiness is paramount, as it is for all the children in my care. To ensure everyone is happy with the childcare arrangements provided for your child, a two-week trial period exists prior to the finalization of care. During or at the end of the two-week trial period the parents and/or the caregiver can have a discussion/meeting if either party requests it, at which time either party may terminate the care without advance notice. Tuition is still required. No refunds are given.

## Tuition-2024

Tuition is billed on a consistent weekly rate basis, only exceptions being caregiver going over personal days or a pre-approved 2-week payment cycle instead of weekly. Tuition is due the FIRST Monday of care for the week. I accept cash, check or Venmo payments (@dawnsdaycaremn) I do NOT ever reimburse tuition payments, if you choose to pay a different billing cycle than weekly that we've agreed upon, that is your choice.

	Daily(4+hrs)	8:30-12:20 morning only
Infant (6wks-12mo.)	\$66	\$43
Toddler(12mo.-24mo)	\$61	\$38
Preschool (24mo. -Kind.)	\$56	\$33
School Age	\$51	\$29

**Daily** is the rate for a child in care four (4) days or less a week.

**½ Day** is the rate for a child in care four (4) hours or less a day. Children must be signed out prior to 12:30 to allow time to get in car.

**School Age** children also have the option of after school care. This fee is \$25 for the afternoon. **Part time/Drop-In Care:** A payment is required once your child is added in my calendar, whether your child attends or cancels. Part time care, along with drop-in care rates would be based on the current ½ day or daily rates. Please notify me as soon as possible for cancellations, understanding payment is still required. I do not give refunds.

**Enrollment Fee: A one-time family enrollment fee of \$55 cash, check or Venmo payment (@dawnsdaycaremn) is due with enrollment paperwork. Non refundable**

**Overtime Rates:** \$10.00 for the first 5 minutes a parent is late according to their pick-up time on their contract, and \$1.00 per minute thereafter. These rates are due and payable upon picking up your child. Prearranged overtime fees are \$10.00 per hour. Late fees are expected to be paid without a bill being sent. (@dawnsdaycaremn) for Venmo, or cash same day is expected.

**NSF Charges:** A \$20.00 fee will be charged on any NSF/bounced checks. Fees thereafter are to be made by cash, Money Order or certified check only.

**Late Payment Fee:** Billing is sent the Sunday before care for the week and expected to be paid by Monday of the same week. Parents will be charged a late payment penalty fee of \$5.00 per day. If payment is not received within five (5) days, the caregiver has the right to terminate care WITHOUT NOTICE. At this point, the caregiver will use whatever means necessary and allowable by law to collect the outstanding fee, or to withhold the applicable fees from the advanced payment fee. Should the collection of fees proceed to Small Claims Court, the parents will be responsible for all legal and collection fees as per the Agreement for Childcare Contract.

**Court fee:** If I get subpoenaed to appear in court due to a family's divorce or any other situation; there will be a \$300 cash/per day fee paid in advance for my time away from daycare.

**Termination of Care:** Parents are required to provide two (2) weeks' notice of termination of care in writing (email is sufficient). Failure to do so will result in your typical two-week tuition. Payment will be charged for two weeks of care regardless of when child's last day is if insufficient timing is given for termination.

**Holding a daycare spot:** If for any reason a parent wishes to temporarily break from care, they must notify the caregiver in writing, giving at least two weeks' notice. This will be considered on a case-by-case situation, understanding spots may not be available to hold.

## **Arrival & Departure**

All parents/guardians MUST text me 5-10 minutes in advance and I will meet you on the front step. I request nobody parks on the driveway. Park on the street and walk your child to the front door. I will meet you in front for drop offs and pick-ups. If we are in the backyard, do NOT open the gate as our dogs are not yet trained to stay home. Please call me and I will open the gate for you. Anyone sending an authorized person must also relay this process and give my cell phone number (952-212-6026) to the individual coming to my home. I only allow one drop off and pick up per day. If a child is picked up for any reason, they are signed out for the rest of the day. I will be doing all sign-in and outs on the clip board at this time.

**Smoking is not permitted on my property.**

**Dawn will sign children in/out upon departure from care until further notice.**

## **Releasing Your Child**

Your child will only be released from care to those persons listed on your Registration Form. If someone other than a designated person(s) will be picking up your child, I must receive advanced written notice or your child WILL NOT be released. Notification will consist of the person's full name, address, telephone number, relationship to the child and other pertinent information that will help me identify the person. Once I have been notified that another designated person will be picking up your child, I will require picture ID and other proof of identification from that person BEFORE releasing your child. This is a security measure for all involved.

Parents will be notified immediately if someone not on the list comes to pick up their child.

*Please take the time to talk to me about any custody issues relating to your child. If two parents are listed on the Admissions and Arrangements form, both individuals are allowed to pick up their own child(ren). You must have a court ordered document to change authority of releasing a child from care. I would need to let the parent take the child and we can then call the policy to intervene if the other parent feels that is necessary. Note court fee section if applicable.*

**Please Note:** I will not release a child to a parent or guardian who comes to the daycare clearly under the influence of alcohol, unless there is a designated driver. That driver must accompany the parent to the door so I can ensure the child's safety prior to releasing him/her. Likewise, I will not release a child to a designated pick-up person or to a parent when appropriate child seating is not available in the transporting vehicle. Under both instances I have a legal obligation to call the police if a child leaves despite my best intentions at this time. Should this happen, I will be forced to terminate care.

## Parent Involvement & Grievance policy

At Dawn's Daycare, I operate under an Open Door Policy. Healthy parents/guardians are welcome to visit the home at any time and in any location where their child will be receiving care. All I ask is that parent's request this time in advance and respect nap times so the children are not disturbed

I request that if there is a concern with your child during my care, to please keep open communication with me. I prefer to talk in person, however if that is not possible, please call, text, or email me with any questions.

## Health & Sick Policies - *Please go over this section very carefully*

Covid 19: I am not accepting any children with covid illness symptoms. Please be respectful of this and do not attempt to send a child that is showing signs of illness. All siblings must stay home if another child in your family is ill. Failure to follow this guideline could result in immediate termination. In the event I need to close childcare due to COVID-19 exposure or a positive test in my family, tuition would remain the same unless I am able to receive assistance from the government. This may appear in the form of a future daycare week discount as I do not give refunds.

Children get sick without warning, parents are well advised to have a backup childcare plan in place. For the health of all the children in the daycare home, I have the right to refuse to take a sick child into care and to determine when a child is too ill to remain in care. Please DO NOT bring your child to daycare if he/she has the following symptoms:

Fever over 101.0°F taken orally, 100°F underarm	Head lice
Nausea, vomiting or diarrhea	Yellow skin or eyes
Eye infections, i.e., conjunctivitis (pink eye)	Severe cold and/or cough
Rash/hives/blisters (other than mild diaper or heat related)	Rapid or labored breathing
Sore throat	Ear infection
Contagious illness such as measles, chicken pox, mumps, etc.	

A child presenting any of the symptoms noted above while in care will be isolated for the protection of the other children and parents or emergency contact person will be notified to pick up the child immediately. Your child will be kept as comfortable as possible until you arrive.

A child with a fever **MUST** be **fever free for 24 hours** before he/she will be accepted back into care. It is never acceptable to give medications such as pain relievers or fever reducers before dropping your child at daycare.

**I reserve the right to refuse care for a child if a family member is home sick with a contagious illness. If the illness is COVID-19, we need to follow the decision tree from MDH and tuition will remain the same during their absence. This will be handled on a case-by-case basis. Open and early communication will allow for what is best for all families.**

**The following diseases are reportable in Minnesota:**

Acanthamoeba spp. (via free-living amebic infection)  
 Acquired Immune Deficiency Syndrome (AIDS)  
 Amebiasis  
 Anaplasmosis  
 Arboiral Disease (including West Nile Virus)  
 Anthrax  
 Babesiosis  
 Balamuthia spp.  
 Blastomycosis  
 Botulism  
 Brucellosis  
 Campylobacteriosis  
 (invasive) Candidiasis (sentinel surveillance)  
 Carbapenem-resistant Acinetobacter spp (CRA) and  
 Pseudomonas aeruginosa (CR-PA) sentinel surveillance)  
 Carbapenem-resistant Enterobacteriaceae (CRE)  
 Cat Scratch Disease  
 Chancroid  
 Chickenpox (via varicella disease)  
 Chikungunya virus disease  
 Chlamydia trachomatis infections  
 Cholera (vibrio cholera)  
 Clostridium difficile (sentinel surveillance)  
 Coccidioidomycosis  
 Congenital rubella syndrome (via Rubella)  
 COVID-19 virus  
 Cronobacter (Enterobacter) sakakii  
 Cryptosporidiosis  
 Cyclosporiasis  
 Dengue Virus Infection  
 Diphtheria  
 Diphyllbothrium Latum Infection  
 Eastern equine encephalitis (via Arboviral disease)  
 Ebola virus disease (via hemorrhagic fever)  
 Ehrlichiosis  
 Encephalitis (caused by viral agents)  
 Enteric Escherichia Coli Infection (E. coli)  
 Enterobacter Sakazakii (infants under 1 yr.) Free  
 living amebic infection

Giardiasis

Gonorrhea Infections (venereal disease)  
 Haemophilus Influenzae & (Hi) neonatal sepsis  
 expanded surveillance (HiNSES) Hantavirus Infection  
 Hemolytic Uremic Syndrome  
 Hepatitis (all primary viral types including A, B, C, D,  
 and E Histoplasmosis  
 Human Immunodeficiency Virus (HIV)  
 Influenza (outbreaks or lab confirmed)  
 Jamestown Canyon virus disease (via Arboviral  
 disease) Kawasaki Disease  
 Kingella spp (invasive only)  
 La Crosse encephalitis (via Arboviral disease)  
 Lassa fever (via viral hemorrhagic fever)  
 Legionellosis (Leagionaire's Disease)  
 Leprosy (Hansen's Disease)  
 Leptospirosis  
 Listeriosis  
 Lyme Disease  
 Malaria  
 Measles (Rubeola)  
 Meningitis (caused by viral agents)  
 \*Meningococcal Disease (all invasive disease)  
 Middle East Respiratory Syndrome (MERS)  
 Mumps  
 Naegleria fowleri (via free living amebic infection)  
 Neonatal sepsis  
 Orthopox Virus  
 Pertussis (Whooping Cough)  
 Plague  
 Poliomyelitis (Polio)  
 Powassan virus disease (via Arboviral disease)  
 Psittacosis  
 Q Fever  
 Rabies  
 Respiratory Syncytial Virus (RSV) (Sentinel  
 surveillance) Retrovirus Infections  
 Reye Syndrome  
 Rheumatic Fever  
 Rubella & Congenital Rubella  
 Rocky Mt. Spotted Fever

Salmonellosis (including typhoid)	St. Louis encephalitis (via Arboviral disease)
Sappinia spp. (via free-living amebic infection) Severe	Staphylococcus aureus (only VISA/VRSA, and death
Acute Respiratory Syndrome (SARS)	or critical illness due to community-associated
Shigellosis (certain types of food poisoning)	Staphylococcus aureus in a previously healthy
Shingles (via zoster disease)	individual)
Smallpox (variola)	
Spotted fever rickettsiosis (Rickettsia spp. Infections, including	
Rocky Mountain spotted fever)	
Staphylococcal (outbreaks only)	Unexplained deaths and unexplained critical illness
Streptococcal Disease (Groups A & B streptococci &	(possibly due to infectious cause)
S. Pneumoniae)	Vancomycin-intermediate S. aureus (VISA) (via
Syphilis	Staphylococcus aureus)
Tetanus (clostridium tetani) (lockjaw)	Vancomycin-resistant S. aureus (VRSA) (via
Toxic Shock Syndrome	Staphylococcus aureus)
Toxoplasmosis	Varicella Zoster Disease (Chickenpox, Recurrent
Transmissible Spongiform Encephalopathy	shingles, etc.) Vibrio spp.
Trichinosis Tuberculosis	Viral hemorrhagic fever (including but not limited to
Tularemia (Francisella tularensis) (plague-like disease)	Ebola virus disease and Lassa fever)
Typhoid (via salmonellosis)	West Nile virus (via Arboviral disease)
Typhus	Western equine encephalitis (via Arboviral disease)
	Yellow Fever
Unusual or increased case incidence of any suspect infections	Yersiniosis, enteric (Yersinia spp) illness
Zika virus disease	
	Zoster (shingles)

\*Diseases to be immediately reported by telephone to the Commissioner of the Minnesota Department of Health. All others are to be reported within one working day.

Parents MUST notify the daycare immediately if their child becomes infected with a contagious disease so that the other parents can be notified.

## Administering Medication

Medication will only be administered to your child under the following circumstances:

- All medication is in the original container with your child's name, proper instructions, Dr.'s name and telephone number.
- Medication is accompanied by instructions with regards to dosage, times to administer the dose, and signs of allergic reactions. Parents complete and sign the Permission to Administer Medication Form and a Medication Administer Form. This form will be used to document the times, dosage and any allergic reaction signs. A separate form must be filled out for each medication your child requires.
- Parents take the time prior to dropping off at childcare to go over the information with me so that the instructions are clearly understood and paperwork can be prepared.

## Emergencies

**Medical:** In the event of an emergency, parents or the designated emergency contact person will be contacted immediately unless the injury/illness proves to be life threatening at which time first priority will be to 911, the hospital, doctor, poison control, etc. In order to secure emergency medical care for your child, parents MUST complete and sign all medical emergency permission forms.

Minor scratches, cuts, and so on will be treated with general first aid practices of cleansing the wound with soap and water and bandaging. Parents will be notified of these injuries upon their arrival to pick their child up and will be given an Accident/Injury Report if deemed necessary.

**Fire:** The children at Dawn's Daycare practice monthly fire drills. These drills will be conducted from different parts of the house so we will all know exactly what to do should a fire occur. The children have been taught to evacuate the building and proceed to the streetlight pole and wait there. We will continue to practice our stop, drop, and roll techniques along with our crawling on our bellies to the exits.

**Inclement Weather/Tornado Warnings:** If severe storm warnings are issued, we will proceed to the downstairs bathroom and huddle in/near the shower. The children at Dawn's Daycare practice monthly storm drills.

**Evacuation:** In the event of an emergency requiring evacuation of my home, please refer to the Emergency plan given upon request.

## Discipline

When behavioral problems occur at daycare, the following methods are used to teach the children appropriate behavior:

- **Redirection:** If children are arguing over a toy or activity, I will make a suggestion to play with another toy in the area to change the atmosphere. Typically, this will solve the problem.
- **Natural consequence:** If a child is not listening to a request, such as clean up time, then the toy(s) they were playing with will take a toy-jail break.
- **Time Out:** If the above methods are not effective, an age-appropriate time out will be issued. This is typically one minute per age of the child to take a break. I will be sure they understand the incorrect behavior, and what could be done to improve the next time. After their time-out, they are welcome to join back in the activity.
- **Parental support:** Should behavior problems continue and the above methods are not successful, I will ask for help from the parents. If you have a certain method that does not include physical punishment, we will discuss implementing those techniques. Consistency is key for children to learn, so hopefully at home and daycare we can model similar techniques.

## Meals & Snacks

Dawn's Daycare is enrolled in a food program, and I will strive to serve a nutritious breakfast, lunch and afternoon snack. If your child is on a special diet, parents are required to send their meals/snacks clearly labeled for their child, and may need to sign additional forms.

I offer to serve the Kirkland brand of formula from Costco for infants. If bringing your own, you will need to sign a form through the food program, stating you are supplying your own. A one-week advance notice must be given if you need me to supply your formula. Breast milk must be labeled with child's name, amount and date pumped.

I offer whole milk to children 12 months to 24 months, 1% cow's milk to children two years and older. If you prefer any other milk, you must supply your own.

We do say a group prayer before lunch.

**Please do not arrive at daycare holding food, or send ANY food from home, we do have allergies to be considerate of. This includes candy, gum, sweets, etc. for your child unless it's for a holiday or special occasion and approved by Dawn.**



## Transportation and Field Trips

We will occasionally go on field trips. Parents will be given prior notice of these trips (besides neighborhood walks and parks) so they can ensure their child has the appropriate clothing and/or supplies for the day. Notices will be posted in the arrival area or communicated through email or text message. Field Trip Permission Forms (travel release) MUST be completed, signed, dated, and returned one day prior to the trip. Children whose form is not returned WILL NOT take part in the outing, and, parents will be responsible for finding alternate care at that time. No refunds are given for childcare if provider needs to send a child home.

Admission fees for some outings are the responsibility of the parent.

Car seats may be requested to stay at daycare for the use of transportation. This would be the parent's responsibility to provide. Dawn has satisfactorily completed the CARS training course prior to transporting children during the hours of operation. I will continue to keep the training valid. Children are not permitted to remain unattended in any vehicle.

## Pets

We do have two small dogs in our household as of December 2017 and November 2022. Our Chihuahuas are up to date on rabies shots.

## Toilet Training

When the provider and parent(s) agree their child is ready for toilet training, discussion will be had about methods to try. The provider and parent will try to remain as consistent between home and childcare to help the child be successful. Parents must supply multiple spare underwear and clothing in the event of accidents. Communication is a must to ensure both parties stay in agreement with the plan.

## Supplies & Equipment

Parents are required to provide the following items for their children if necessary: disposable diapers, diaper cream, formula, bottles, sleep sack without swaddle, sunscreen, and bug repellent. I do NOT allow cloth diapers.

**Children over age two should bring a small pillow, blanket, or something to snuggle for naptime that can be stored here.** Bedding items need to be taken home weekly to be washed. I supply portable cribs for infants and toddlers. I supply nap mats with a crib sheet on them for preschool and school age children.

**Items Not Welcome - I request that parents not send toys or goodies with their children unless it is cleared with me first.** One special snuggle item is allowed for naptime only, but then should be put away after naptime. We may have a sharing day occasionally, in which children may bring a toy from home, however understanding that other children may be in contact with their toy. Please use good judgement on bringing anything of great value to daycare as it could get misplaced or broken. You are responsible for any items that you or your child brings into daycare. **No infant/toddler teething necklaces such as amber teething necklaces are allowed at daycare. Infants may not wear a hoodie for nap times.**

## Child Abuse

Childcare providers are all required by law to report any suspected cases of child abuse or neglect.

## Insurance Coverage

12/26/22 Update: Dawn's Daycare now carries liability insurance and will renew annually.

## Termination of Care

Parents are required to provide two (2) weeks' notice of termination of care in writing after the two-week trial period has expired. Failure to do so will result in losing a 2-week tuition payment. If a parent terminates during the trial period, tuition is still required. I do not give refunds.

The provider will give parents two (2) weeks' notice of termination of care except under the following circumstances at which time I reserve the right to terminate care without notice:

- Failure to abide by the policies in this handbook
- Failure to abide by the terms set out in the child care contract
- Failure to make payments on time or not paying for care at all
- Failure to repeatedly not pick up your child at the agreed upon time
- Failure to complete all required forms in the Registration Package
- Inability of the parents and provider to communicate effectively
- Inability of the child to adjust to the child care being provided after a reasonable amount of time
- Provider's inability to meet the needs of the child after efforts to do so
- Child's behavior is disruptive to the rest of the children in daycare
- Less than two weeks have transpired in the first two weeks of trial care period
- Disrespect of provider or providers family, pets, home or property

## Communication, Interpreter and Translation Services

If you need this handbook or any other documents I have created to be translated, I will use Google Translate for that process. I will meet with families to create a communication plan.

It is the responsibility of any enrolling family needing an interpreter or translation service to find a business they feel comfortable with and trust.

If you need interpreter services, please contact one of the following businesses:

### Minnesota Translations

<https://www.castillosinterpreting.com>

#### St. Paul Office

(Individual Clients)

445 Minnesota Street, #1500

St. Paul, MN 55101

651-689-3446

International Language Services, Inc. 601 Carlson Parkway, Suite 1050

Minnetonka, MN 55305 P: 800-225-8964 or 952-934-5678

F: 952-934-4543 E: [info@ilstranslations.com](mailto:info@ilstranslations.com)

I have read and agree to the terms and conditions stated in the Policy Statement for Dawn's Daycare for 2024.

I have read and agree to the payment terms written in the policy statement and understand my tuition is due on Monday of every week and refunds are not given. (or our approved first day of care each week)

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Enrolled Child(ren)

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Signature of Parent/Guardian

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Date

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Dawn Minor - Provider

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Date

#### Tuition-2024

Tuition is based on a consistent weekly rate basis, only exceptions being caregiver going over personal days, or a preapproved 2-week cycle instead of paying weekly.

Dawn's Daycare

@dawnsdaycaremn



venmo

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