



Drop-in Care Registration

MASAI'S PLAYHOUSE LLC.

24/7 Childcare, Infant Care and Preschool

Please complete the attached form for registration of your child(ren), for use of drop-in care services at Masai's Playhouse LLC. . This registration packet is NOT a contract, but an agreement of terms of use of our services and an information gathering process to help us provide the best care for your child(ren). Once the registration process has been completed, you will be able to book drop-in care at your convenience, by booking online or directly with the provider.

Childcare Provider Information

Primary provider: Kimber Lena Shelton, DBA Masai's Playhouse LLC

Business Phone: (480) 840-4437

E-mail: kwebster@masaisplayhouse.com

Parent/Guardian Information

Parent/Guardian Name: _____

Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

E-mail: _____

Employer's name/address: _____

Parent/Guardian Name: _____

Address: _____ Home Phone: _____

_____ Work Phone: _____ Cell Phone: _____

E-mail: _____

Employer's name/address: _____



Emergency Contact #1

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Relation to child(ren): _____

Emergency Contact #2

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Relation to child(ren): _____

Child(ren) Information

Child 1. Name of child: _____ Date of birth: _____

Allergies/Diet restrictions (must be accompanied by a physicians letter of allergy/restriction)

Special needs or accommodations required? If yes, please detail _____

Child 2. Name of child: _____ Date of birth: _____

Allergies/Diet restrictions (must be accompanied by a physicians letter of allergy/restriction)

Special needs or accommodations required? If yes, please detail _____



Hours of Operation

- The provider's childcare is open 24 hours a day, 7 days weekly
- Care is provided by reservation and based on availability

Terms of agreement

Drop-in childcare

Definition - Childcare provided on a reoccurring basis, based on availability and with minimal advanced notice required. The provider can not guarantee there will be an opening for your child(ren) so it will be to the client's advantage to contact the provider as far in advance as possible to reserve space for your child(ren). It is very important the client adheres to their reserved time slot to allow the provider to schedule other families that need care.

Rates

- Standard drop in care \$55 per child age 2.5 and up
- Standard drop in care \$65 per infant age 0-30 months
- Refer to rate sheet for weekend, Ealy AM and Late PM care rates

Cancellation Fee

- A cancellation fee of \$25 per family will be charged if a confirmed child care reservation is cancelled for any reason.

Payment Schedule

- Online bookings require full payment at the time the reservation is made. A receipt will be issued immediately after payment is made to the email provided at checkout
- Drop-in care scheduled directly with the provider requires fees due within 24 hours of scheduling. Please note that if payment is not received within 24 hours your requested drop in service will not be scheduled
- Payments may be made in the form of cash, personal check or through EFT using Zelle. Payments made through Zelle must be sent to:

Masai's Playhouse LLC

payments@masaisplayhouse.com

- Invoice receipts will be issued via Brightwheel. Year-end payment summaries will also be provided for tax purposes upon request.



Brightwheel

▪ As terms of drop in care service registration parent/guardian agrees to utilize Brightwheel for communication and updates while your child is in care. The provider will provide updates on your child(rens) day/night while in care as well as utilize the messaging portion of the app as primary mode of communication while your child is in care.

▪ For all other purposes of communication, client agrees to contact provider via email, Facebook business page or by phone call or text message on our business line.

Email: kwebster@masaisplayhouse.com

Facebook.com/masaisplayhousellc

Business line (480)840-4437

Charges for Damaged property

▪ If the client's child intentionally or deliberately damages or misuses an item within the childcare home, the client will be responsible for the cost of the damaged item as determined by current market value. Damaged items must be replaced or payment in amount of items current value must be provided within 2 weeks.

Program Policies

Client agrees to fully review the Masai's Playhouse LLC. policy handbook and adhere to all given program policies, including any currently enforced temporary policies (i.e. Pandemic policies and procedures) in conjunction with the policies stated within this drop in care agreement, while your child(ren) are in the providers care.

The following policies contained within the MPH LLC. policy handbook do NOT apply to our care agreement and shall not be enforced

- Client paid vacation/sick leave
- Provider paid time off
- Trial period/termination of care
- Tuition and payments
- Late fees
- Holidays and birthdays



Signatures of the Parties

- By signing this agreement, clients indicate that they have read the provider's policies and terms and agree to follow them. They further agree to follow any changes or additions that the provider makes to said policies in the future. Notice will be given of any future policy changes unless in emergency situations.
- The person (s) signing this contract is responsible for paying all fees due at time of service

Parent or legal guardian's signature

Date of signature

Parent or legal guardian's signature

Date of signature

Providers signature

Date of signature