



## Right Start Daycare

### **Right Start Daycare Application**

***\*\*Please note that all sections must be completed in entirety. Thank you!\*\****

Name of Child:	Date of Birth:
	Start date in Daycare:

### **GUARDIAN AND FAMILY INFORMATION**

Guardian 1:	Guardian 2:
Address (inc. postal code):	Address:
Phone #:	Phone #:
Email:	Email:
Employer:	Employer:
Work Address:	Work Address:
Work #:	Work #:
Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Separated/Divorced <input type="checkbox"/> Other	
To whom may we release the child? (Picture Identification will be required on initial pick up)	
Is anyone NOT allowed to access the child? <input type="checkbox"/> Yes <input type="checkbox"/> No // If yes who:	

### **EMERGENCY CONTACT INFORMATION**

Name of Contact 1:	Name of Contact 2:
Relation:	Relation:
Address:	Address:
Phone #:	Phone #:

### **HEALTH RECORD INFORMATION**

Name of Child's Doctor?
Address:
Phone #:
Alberta Health Care Number:

**Is your child immunized and are they up to date? YES/NO: \_\_\_\_\_**

If no is it due to family preference to not immunize or just not up to date: \_\_\_\_\_

## ALLERGIES & MEDICAL INFORMATION

Does your child have allergies? 0 Yes 0 No
If yes, please specify:
Is your child taking any medication on a regular basis? 0 Yes 0 No
If yes, please specify:
Does your child have any medical, behavioral or emotional conditions that they require treatment or additional supervision for? 0 Yes 0 No
If yes, please specify:
Has your child been hospitalized? 0 Yes 0 No
If yes, please specify (date and reason):
Has care been terminated at any other registered childcare center due to unmanageable behavior issues (eg. biting, general aggressiveness, etc.) in a ratioed daycare environment? 0 Yes 0 No

### Parents Notes:

1. I hereby agree to place my kid in Right Start Daycare's program.
2. I understand that if I terminate my child's care and wish to enroll my child again, I will be required to go through the registration and enrollment process at [www.rightstartdaycarecalgary.ca](http://www.rightstartdaycarecalgary.ca) again. I will be required to pay the registration fee (non-refundable \$300.00 fee) again.
3. There is an optional food monthly food program with a fee of \$120.00 additional to the base tuition fee at the center. This is billed on the first day of month in combination with the base tuition. There is a separate agreement with further details to sign in relation to the food program.
4. I understand that there is a monthly tuition, which is due on the 1<sup>st</sup> of the month. If payment is late an additional \$50.00 late fee will be charged and will be required to be paid by e-transfer. I also understand that if all past due balances are not paid within three business days I risk my child's removal from the program. Furthermore, I understand that I am liable for all, if any, overdraft, or bank fees that may apply.
5. I understand there is an annual materials fee of \$250.00 due payable in the annual month of enrollment for each of my children attending the center. This fee is not prorated or partially refundable for withdrawal mid-year.
6. I recognize that there are no reduction of tuition for absences due to illness, vacation, school closures, or any other extended absence from the school.
7. I understand that I must give one month's written notice prior to withdrawal of my child from Right Start Daycare, effective on the first of that month OR one month's fee in lieu of a written notice. I understand that there will be no refund for tuition paid in full for the year/months registered at Right Start.
8. That emergency care is given in case of accident or illness.
9. That expenses incurred in giving emergency care will be borne by the child's family.
10. To apply and extend subsidy on time. I understand that I have full responsibility for subsidy approval and without subsidy approval, the whole childcare month fee will be charged.
11. To have my child picked up from daycare by 6:00pm each day or to pay a late charge of \$5.00 for each minute after 6:00pm that my child is in the daycare. I understand that all children and parents must be off site by 6:00pm as per the center's licensing requirements.
12. That my child may use all of the play equipment and participate in all planned activities in the daycare.

13. That the daycare has permission to photograph my child. Photographs will be taken only during typical daycare activities such as play-times, birthday parties, or funny moments. Photographs will be displayed in the daycare and on our social media page. That the daycare has permission for my child to be on video surveillance as part of their security systems in the facility.
14. NOT to use daycare pictures on personal social media of any kind.
15. The daycare is not responsible for lost or stolen articles. Every item that you will bring or use in the daycare should be labelled.
16. In case of emergency such as flood, fire, epidemic, and severe weather conditions, Right Start Daycare has the right to refuse any children drop off.
17. Children need to be free from illness symptoms for 24 hours before they will be permitted to attend the center as per AHS and Licensing regulations.
18. This contract may be terminated by the parent by giving a one month written notice in advance of the ending date. The program also reserves the right to immediately terminate the contract in certain cases. In cases of immediate termination for serious breach of center policies no prorated fees will be reimbursed to the parents. Reasons for a child's care termination may include inability of provider to meet the child's need, behavior/safety concerns based on child's behavior, inability of the child to adjust to the daycare, lack of parent's cooperation and inability of parents to abide by contract and policies, or abuse/aggressiveness from parents/guardians to staff at the center. These may also include failure of the parent to pay the required fees, health and safety reasons of the children in care (with the final judgement/decision of the director/owners if the child's behavior threatens the physical and mental health of the other children in the center and cannot be modified.) Termination due to any of these reasons will be the last resort of parents and center staff being unable to resolve the issue together.

By signing this I am stating that I understand and agree with all of Right Start Daycare's written policies.

I \_\_\_\_\_ (print name) agree with the above statements and verify that all of my child's information is up to date and accurate.

Parent's signature: \_\_\_\_\_ Date: \_\_\_\_\_