



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

Monthly Early Learning Service Contract

This Contract consists of the following parts:

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| Part 1 | Terms of the Contract |
| Part 2 | Schedule of Fees |
| Part 3 | Priority Allocation and Special Considerations |
| Part 4 | Scheduled Contract Days & Agreement |

PART 1

TERMS OF THE MONTHLY CONTRACT

The Contract must be handed into the Centre by the 15th of each month. When the 15th day falls on a weekend or holiday, the Contract must be in on the next working day.

I understand and agree that I will be billed for each day, at the prescribed rate as set out in Part 2, for each child that I have enrolled in the early learning program, as set out in Part 5.

I am responsible to pay the contracted fees. Invoices shall be forwarded, via mail, and payments must be received on or before the due date. If you did not receive an invoice, please contact the Municipal Office at 735-2096, Ext. 230. Failure to receive an invoice does not absolve a parent/guardian from responsibility for payment for early learning services or penalty/interest charges.

I am responsible for informing the Centre when my child will be late or absent from the Centre.

This agreement may be revised at any time; however, no changes may eliminate a contracted day. Empty Municipal spaces will be filled before child absentee spaces. If you do not use the space, and if there is a waiting list for that day, the Centre will offer the space to another user. Spaces will be reassigned on a first come first serve basis.

There will be a scheduled closure commencing December 24th at 12:00 noon through January 1st of each year

Centres are closed on all Statutory Holidays and the Municipal Policy Manual.

Recognized holidays are as follows:

1.	New Years Day	7.	Civic Day (August)
2.	Family Day	8.	Labour Day
3.	Good Friday	9.	Thanksgiving Day
4.	Easter Monday	10.	Christmas Day
5.	Victoria Day	11.	Boxing Day
6.	Canada Day		

One-half (1/2) day Christmas Eve and one-half (1/2) day New Year's Eve will be recognized as statutory holidays.

I understand that I will not be permitted to enter into a new contract or secure a position on the Wait List should there be any outstanding arrears on my Early Learning account.

PART 2

SCHEDULE OF FEES – CHILD CARE

		<u>Balmertown Only</u> <u>(Arrival before 7:30)</u>
Full Day Program		
- Toddlers	\$44.55	\$47.00
- Preschool & Latchkey	\$40.60	\$43.05
Half Day Programs (Preschool)		
- Half Day	\$29.50	\$31.95
Latch Key Program		
- Before school	\$ 9.30	\$11.75
- after school	\$10.60	
Late Fee		
- Per child	\$15.50	
(For each portion of 15 minutes of lateness)		

TERMS AND CONDITIONS

1. Fees become due and payable on the 15th of the month following the month in which the service was provided.
2. Interest charges shall be added to all or any portion of any fees that are due and payable at the rate of 2.00 percent per month (26.82% per annum compounded monthly) on the first day of default, and every thirty days thereafter on all amounts owing during such time as the default continues and such interest charges shall form part of the fees or charges owing.

PART 3

PRIORITY ALLOCATION AND SPECIAL CONSIDERATIONS

Spaces will be allocated first to parents contracting full time care spaces and full time partnership spaces and/or greatest utilization by family.

Special concession will be given to children with Special Needs and families who qualify for Ontario Works/Subsidy.

Monthly contracts will be available.

Priority will be set as follows:

Full five (5) days per week or the greatest utilization from submitted contracts.

Monthly contracts cannot be used to secure early arrival care (prior to 7:30 am) that is available at the Balmertown Early Learning Centre. Parents utilizing the Monthly contract who require care prior to 7:30 am will confirm availability of such care on a month to month basis with the Balmertown Site Supervisor.

Monthly contracts will be available during the summer months where parents can schedule days on an "as needed" basis. Contracts will be due on the 15th day of March. Requests for additional days and contracts will be considered after March 15th and acceptance will be dependant on space availability. All contracts received will be subject to an administrative fee of the first 10 scheduled days should a contract be withdrawn. Failure to provide payment will result in your child's withdrawal from the Early Learning Centres.



PART 4 – SCHEDULED CONTRACT DAYS & AGREEMENT

THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

EARLY LEARNING SERVICE CONTRACT

Monthly Care Codes

F = Full day
H = Half Day
A = Before school
C = After school

Child Names: _____ and _____

All contracts must be received by the 15th of each calendar month.

Centre		Month				
Week		Monday	Tuesday	Wednesday	Thursday	Friday
1	Care Code					
	Name					
2	Care Code					
	Name					
3	Care Code					
	Name					
4	Care Code					
	Name					
5	Care Code					
	Name					
	TOTAL					

I, _____ agree to pay to the Municipality of Red Lake the full amount as agreed to in this contract. Further, I acknowledge receipt of a full copy of the Contract, consisting of the Terms of the Contract and Schedule of Fees. I have read and understand them. I agree to pay the Municipality of Red Lake in full accordance with the provisions set out in this agreement.

Monthly contracts cannot be used to secure early arrival care that is available at the Balmertown Early Learning Centre. Parents utilizing the Monthly contract who require care prior to 7:30 am will confirm availability of such care on a month to month basis with the Balmertown Site Supervisor.

Parent/Guardian Signature:	Day Care Supervisor or Designate Signature:

Date:	Date:
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