



The Corporation of the Municipality of Red Lake

Monthly Early Learning Service Contract

This Contract consists of the following parts:

- | | |
|---------------|---|
| 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 fee. 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 between Christmas and New Year's.

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.



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PART 2

SCHEDULE OF FEES – CHILD CARE

Full Day Program	
- Toddlers	\$36.07
- Preschool & Latchkey	\$33.92
Half Day Programs (Preschool)	
- Half Day	\$24.76
Latch Key Program	
- before school	\$ 7.53
- after school	\$ 8.61
Early Dismissal	
- up until 3:30 p.m.	\$10.76
- after 3:30 p.m.	\$19.38
Late Fee	
- per child (for each portion of 15 minutes of lateness)	\$10.76

TERMS & CONDITIONS

1. The fees become due and payable upon the terms and conditions of any executed Agreements between the Municipality and the party(s) utilizing the Municipal Early Learning Centres.
2. There shall be imposed an interest charge in the amount of One Point Zero (1.0) Percent of any amount due after thirty (30) days of non-payment and a further One Point Zero (1.0) Percent shall be imposed for each thirty (30) days (12.68% per annum) thereafter of non-payment except in the case of any executed Agreement which may impose other terms and conditions for non-payment.

PART 3

PRIORITY ALLOCATION AND SPECIAL CONSIDERATIONS

Spaces will be allocated first to parents contracting full time care spaces and full time partnership spaces.

Special concession will be given to children with Special Needs and Ontario Works families.

Monthly contracts will be available.

Priority will be set as follows:

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

Every attempt will be made to inform families when their space is volatile, and two weeks written notice will be given when it is no longer available on a monthly basis.

Full time contracted spaces can be held during July and August, at a fee of 25% of the projected cost. This cost shall not be refunded. Should these spaces become volatile during the summer, the Centre will notify the parents by written notice. Following such notice, the parents will then be required to submit full fee payment (for the remainder of July and August) in order to guarantee the space. If the space is not guaranteed, a prorated refund of the 25% of the projected cost will be provided.

Should you wish to enroll your child on an occasional basis, you will be responsible for the full daily fee.



Monthly

PART 4 – SCHEDULED CONTRACT DAYS & AGREEMENT
THE CORPORATION OF THE MUNICIPALITY OF RED LAKE
EARLY LEARNING SERVICE CONTRACT

Contracted Early Learning Spaces

Child Names: _____ and _____

(To complete the day box, place the number of full day and half day equivalents in the first box under the appropriate day.)

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

Week	Days	Monday	Tuesday	Wednesday	Thursday	Friday
1	Full Day					
	Name					
2	Full Day					
	Name					
3	Full Day					
	Name					
4	Full Day					
	Name					
5	Full Day					
	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.

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