



Bright Beginners Family Daycare  
239 High Street, Randolph, MA 02368  
857 234 8303 (cell)  
Dora Aguilar, CEO/Owner

### Agreement for Daycare Services

This agreement establishes the terms and conditions for the daycare  
Of \_\_\_\_\_ (Child's name), between  
Mr/Mrs \_\_\_\_\_ Parent/custodian  
Mr/Mrs \_\_\_\_\_ Parent/custodian  
Dora A. Aguilar (provider)

Bright Beginner's primary concerns are the health and safety of children, families, and staff. We all must share the responsibility of engaging in preventive practices and refraining from coming to the program when symptoms are identified by the Centers for Disease Control (CDC) for any particular infection.

Drop-Off and Pick-Up Procedures: The child (ren) will have Daily Health Screenings that will take place during drop-off time.

Bright Beginners Daycare is keeping things safe by limiting access to the inside. Only staff and kids in the program are allowed in the building. Parents and guardians can enter the facility during drop-off and pick-up times.

At Bright Beginners, we make safety a priority. We clean and disinfect all areas twice a day to help prevent the spread of germs and viruses. Our provider and staff follow all health and safety rules to protect everyone. We ask all families to do the same at home. Please keep your child home and follow quarantine guidelines if they are sick.

By signing this agreement, you acknowledge that Bright Beginners Daycare LLC is not responsible if you or your child becomes ill. You agree to continue paying tuition if the daycare is required to close by state order due to quarantine or illness, or a pandemic. If the Governor orders the daycare to close for safety, whether due to COVID-19 or another illness outbreak, you agree to pay 50% of the weekly tuition to reserve your child's spot until the program reopens.

1. The parents/custodian agrees to pick up the child at the time established as follows: **5:00 P.M.**
2. Bright Beginners doesn't have an after-school program. If the child is not picked up at the time agreed above by 5:00 P.M., then the provider will be reimbursed for every one (1) minute after **5:00 P.M. The rate is \$1.00** for every minute the child is picked up past the time.
3. Bright Beginner's hours of operation are **7:00 A.M to 5:00 P.M.** Monday through Friday.



4. The parent(s)/custodian(s) are responsible for providing formula, diapers, wipes, and other hygiene items.

5. **Tuition for infants**(3 to 18 months) is **\$600.00** per week, **Toddlers** 18 months to 36 months (1.6 to 3-year-olds) is **\$525.00** per week, **Preschoolers 3-5 yr** is **\$500.00** per week \*Expect tuition increases every September to adjust to the inflation rate.

6. The parent(s)/custodian(s) agree to pay in advance **weekly, biweekly, or monthly. Payments are due on the first day(Monday).** Payments are due on the **1st day of each month, regardless of whether the child is absent due to illness, a doctor's appointment, a family vacation, or any other reason. The payment amount is based on the number of weeks in each month.**

7. We accept Personal **Checks, Zelle, and electronic checks**

8. By Federal and State law, providers are allowed **two (2) weeks of paid vacation every calendar year.** Bright Beginners will be closed for 2 weeks in the summer. Check your calendar for more details.

**The Christmas Holiday is a paid break. Check your yearly calendar**

9. The parent(s), custodian(s), or guardian(s) are responsible for providing the provider with accurate and current emergency telephone number(s). They must notify the provider immediately of any changes to these numbers to ensure the child's safety and prompt communication in case of an emergency.

10. The parent(s), custodian(s), or guardian(s) must provide the provider, in advance, with the full name, address, and telephone number(s) of all person(s) authorized to pick up the child. For the safety of the child, the provider will release the child **only** to individuals listed on this authorization. Any changes or additions to the authorized list must be submitted in writing before the provider will release the child to a new individual.

11. The provider will not release the child to anyone who is not listed on the emergency contact list as an authorized person in advance, as outlined in Paragraph 10. To ensure the child's safety, the authorized person must present valid identification, such as a Massachusetts driver's license or passport. **No exceptions will be made.**

12. If a child has symptoms such as diarrhea, flu, cold, fever, persistent cough, or any contagious illness, please make sure they do not come to daycare. This helps avoid passing the illness to other children and keeps everyone safe and healthy. The child may return to the program only with a doctor's note confirming they are healthy and no longer contagious.

13. The provider will serve the child a nutritious breakfast, lunch, and A.M and P.M. snacks each day. Meals and snacks are offered at scheduled times throughout the day. Please inform the provider of any dietary restrictions or allergies so we can accommodate your child's needs.



14. The provider agrees to work closely with the parent(s)/custodian(s) to help the child develop important learning skills appropriate for their age. This includes skills such as early reading and writing, communication, social interaction, and problem-solving. The provider will regularly update the parent(s)/custodian(s) on the child's progress and development to ensure their needs are being met.

15. If the parent(s) or custodian(s) decide to withdraw their child from the daycare, they are required to provide the provider with a written notice at least three (3) weeks in advance. All outstanding tuition and fees must be paid in full before the child's last day of attendance.

16. The provider has the right to terminate this agreement if the parent(s)/custodian(s) do not comply with the terms and conditions under this written agreement.

17. Parents are required to pay for childcare services in advance. Payments received after the due date will incur a late fee of [\$25.00]. If payment is not received within [2] days after the due date, the provider reserves the right to terminate childcare services for the child(ren) until full payment is made.

18. Failure to comply with CDC guidelines and protocols, as well as the regulations of the Massachusetts Department of Early Education and Care (EEC) and Bright Beginners' policies, or providing misleading information or failing to disclose any special accommodations needed for the child during the initial interview or after enrollment, constitutes grounds for termination of this agreement and childcare services. Additionally, the provider reserves the right to dismiss a child if their behavior negatively impacts the safety, well-being, or learning environment of other children or caregivers in the program.

19. The provider is entitled to two (2) weeks of paid vacation annually. Accordingly, the daycare will be closed for two (2) weeks in July and during the Christmas holiday period. Please refer to the annual calendar for specific closure dates. Tuition fees are still required during these closure periods to maintain your child's enrollment and spot in the program.

20. The provider and the parent(s)/custodian(s) agree that the weekly fee for childcare services, payable in advance for Monday through Friday during the specified week, is \$\_\_\_\_\_. Payment is due at the start of each week and can be made by **cash, personal check, Zelle, or electronic transfer, as agreed upon.**

21. A non-refundable deposit of \$300.00 is due upon submission of the signed original contract to Bright Beginners Daycare. This deposit secures your child's spot in the program and will be applied toward the first week of care. In the event of contract cancellation, the deposit will be retained to cover administrative costs.



**Entire Agreement**

This agreement constitutes the entire understanding between the parent(s)/custodian(s) and the

Provider regarding the care of the child named above. No other agreements or promises have been made outside of this document.

**Parent(s)/Guardian(s) Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Provider-Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

22. Please be advised that Bright Beginners Daycare regularly takes photographs to document classroom and outdoor activities involving the children. These images may be shared on Bright Beginners' Facebook, Instagram, and other official social media platforms, as well as on the Bright Beginners website. By signing below, you grant permission for Bright Beginners Family Daycare to use photographs in which your child appears while participating in daily activities.

**Parent/Guardian Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_