

LIMAR CHILDCARE CONTRACT

Child's Name

Date of Birth

Start Date:

Person with parental responsibility
Name.....

Person with parental responsibility
Name.....

Address

Address.....

Telephone: Home

Telephone: Home.....

Work Mobile

Work Mobile.....

Anyone else who will be collecting your child:

Name

Name.....

Address

Address.....

Mobile:

Mobile:

Home.....

Home.....

Work..... Mobile.....

Work..... Mobile.....

Password to be given when child is collected:

The following will be provided by: (delete as appropriate)

Meals – childminder/parent

Snacks – childminder/parent

Nappies – childminder/parent

Baby milk – childminder/parent

Change of clothes – childminder/parent Suitable outdoor clothing –
childminder/parent

Other:

As your childminder, Limar childcare service (LCS) agree to provide suitable activities & outings, give regular feedback on your child and their progress, comply with Ofsted registration requirements and have up to date Public Liability Insurance. We will ensure that all documentation is completed and stored securely and parents are given copies of the contract, child record form and the signed parental permission forms.

As the Parent I agree to pay fees as set out below monthly/weekly in advance and arrive promptly to deliver and collect my child. I will inform my childcare provider of any illness or accidents that occur out of their setting, provide any information required by my childcare provider in connection with registration and be available to receive the feedback from my childminder.

Contracted Hours and days

Day	Time From:	Time To:	Rates	£
Monday			Hourly	
Tuesday			Daily	
Wednesday			Weekly	
Thursday			Monthly	
Friday			Payment Day	
Saturday			1 st Payment Day	
Sunday			Payment in advance/arrears	

Deposit: this will hold the place open and be deducted from the fees when childminding starts

Deposit held: Yes, amount £ _____ No

Start date for full contract:Contract review

Date:

Additional Charges - £ payable or X as appropriate						
Bank Holidays	£10/hr	Overnight fees	Varies	Childminders Holidays		Parents Holidays Full Charge
Lateness Fee	£10/hr	Unsociable hours	£10/hr	Childminder Illness days		Parents Illness days Full Charge
Playgroup, toddler and outing fees	Varies	Meals & Snacks	£5/Day	Childminder Occasional day off		Parents Occasional day off Full Charge

HOLIDAYS:

A minimum of one months' notice to be given by parents of forthcoming holidays.
Details of additional charges to be agreed as above.

PICK-UPS AND DROP-OFFS:

Parents will be charged if I have to use a vehicle to either pick-up or drop-off child/ren from school, pre-school or from home.

Dropping off and picking up your child/ren at the agreed time extremely important because:

- I may not be ready for you,
- I may be on the school runs,
- I may be out and about for a different purpose such as Doctors or Hospital appointment,

- Most importantly I have to attend to my family soon after the closing time of the setting.

IMPORTANT NOTICE:

Please note that if you dropped your child/ren later than the contracted time for any reason, you are still required to pick them up at the agreed time. Do not arrive late to pick up your child/ren as you are not allowed to carry forward the unused time, if you do then you are liable for a late payment charge which is currently £10/hour.

For any reason if you are going to be late (not more than 15minutes) please inform me well in advance as such requests can be accommodated but not on a regular basis. If you are going to be late for more than 15 minutes then you will be charged for the extra time.

Please note that parents will still have to dropped and picked their child/ren at the agreed times during school holidays.

LATE PAYMENT CHARGES:

Parents are expected to be prompt in paying their weekly or monthly invoice, payment are expected on the agreed date. If payment is not received on the agreed date I reserve the right to charge a "Late payment fee" of £10 from the following day and for everyday that the payment is late, until payment is made in full (late payment fee of £10 per day).

This late payment fee is also apply to parents who have given a notice to terminate a contract and not paid on time during the 4 weeks' notice period.

TERMINATION POLICY:

Parents are required to give 4 weeks' notice in writing should they wish to terminate the contract signed between the childcare provider and parents. The child can still attend the setting during the notice period. If parents decide not send the child during the 4 weeks' notice period, parents will still have to pay for the whole 4 weeks duration. The payment for the 4 weeks' notice period is the current agreed weekly/monthly payment.

A deposit is taken when a contract is signed and the deposit will be refunded to parents at the end of the 4 weeks' notice period when all outstanding payments have all been settled to the childcare provider.

The childcare provider is also required to give a 4 weeks' notice to terminate the contract between the two parties. If the childcare provider has to terminate the contract without notice due to an unforeseen circumstances the parents will have to

settle all payments up to the date of sudden termination by the childcare provider and the deposit will be refunded.

We have read and agree to abide by the terms and conditions set out in this contract.

Signed

Designated Officer for LCS Date.....

Parent Date

Parent Date