

Tete and Zios Place LLC Additional Contract information.

These are the most basic yet important policies implemented at Tete and Zios place. I understand that the entire Parent Handbook can be overwhelming, so I have summarized a few basic rules.

___ 30 days notice required for leaving our program

___ Well child visits should be scheduled for Fridays. **Children need to remain home for 48 hours after immunizations.** Please bring an updated Certificate of Immunization on the day they return

___ I will not leave my child unattended anywhere on Tete and Zios Place property. I must accompany my child TO and FROM the front door and vehicle. I understand that I need to wait with my child at the door until my child is accepted into care.

___ Payment is due at 5:00 PM Friday before care is provided. A \$25 late fee will be added daily until payment is made. Your child will not be accepted into care without payment in full including late fees.

___ Tete and Zios Place LLC closes at 5:00pm. Late fees begin at 5:01.

___ Failure to sign out of care for the day will result in a \$5 fee.

___ **I have reviewed Tete and Zios Place vacation and illness policies.**

___ Tete and Zios Place LLC does not tolerate mistreatment of staff, children or policies. We are all here to love each other and support each other. Failure to keep a positive environment will result in immediate termination of services with no refund.

___ No drop offs after 9am Be here and ready for the day! No pickups 12:30-3:30 Naptime is time for children to rest, and teachers to take a break and prepare for the afternoon.

___ Newsletters, notices and updates are posted in Brightwheel. It is parents responsibility to read these for updates, information and policies.

___ If you are more than one hour late for drop off with no communication, you child will be marked absent for the day. This will be considered a "no call- no show" and a NCNS fee of \$20 will be applied to your bill.

___ Tete and Zios place is a play based home learning environment. Children spend the day learning, playing and engaging in sensory activities. **I understand that my child will be playing in the elements including water, mud, paint, and will likely be very messy throughout the day.** Tete and Zio will do their best to clean my child up at the end of the day, but I am responsible for bathing, cleaning and laundry after the day of PLAY

___ **This is a condensed version of the parent handbook. I have reviewed the policies and the parent handbook should be referred to with any questions.**

___ **Failure to communicate illnesses, health related incidents or communicable diseases will result in termination of services.**

Parent Signature _____ Parent name Printed _____

Childs Name _____

