



## Parent Handbook Agreement

- Please sign and return in order to continue your child's enrollment.
- I have read and understand the Parent Handbook, and I agree to comply with all its policies, tuition rates, payment due dates, DHS procedure, and vacation day policies.
- I understand that childcare invoices must be paid in full on Fridays before 6pm for my child to return the following week.
- I understand that as required by law, the Center is a non-smoking facility for staff, parents, and visitors and this applies to the grounds of the building as well.
- I understand that if my child is part time and I need to add a day for my child's schedule for the following week I need to get it approved by the Director or Administration the Tuesday beforehand, so the center may schedule appropriate staff.
- I understand that as required by the State, in September I will receive an updated annual policy regarding pest management application programs.
- In the previous twelve months, the center did apply fertilization and pest spray during the weekend, which was posted with advance notice and documentation, and will again provide an advance notice of what will be applied, plus apply only on weekends again if needed the upcoming year.
- I understand the licensing notebook contains all the licensing inspection and special investigation reports and related corrective action plans since May 28, 2010.
- The licensing notebook is available to parents during regular business hours. Licensing inspection and special investigation reports from at least the past 2 years are available on the childcare licensing website at [www.michigan.gov/michildcare](http://www.michigan.gov/michildcare).

Parent/Guardian

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Director

Signature: \_\_\_\_\_ Date: \_\_\_\_\_