

My Li'l Wranglers Childare Contract



Updated for the school year 2019-20

This contract may be viewed anytime by going to www.mylilwranglers.com

My Lil Wranglers operates based on a yearly tuition. If you pay yearly, monthly or quarterly, you do get a discount that will equate to approximately 4 weeks of tuition.

You may pay Weekly – 52 installments, Monthly – 12 installments or Quarterly – 4 installments

If you end your contract before the end of the year, your year’s tuition is simply prorated.

We do have scheduled closings during the year. These closings do not affect your installments. You pay the same rate every week, every month, or every quarter for your childcare expenses even if your child is not in attendance.

My Li'l Wranglers 2019-20 Calendar

June							July							August								
S	M	T	W	Th	F	Sat	S	M	T	W	Th	F	Sat	S	M	T	W	Th	F	Sat		
						1		1	2	3	4	5	6					1	2	3	July 4 & 5	MLW Closed for July 4
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10		
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17		
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24		
23	24	25	26	27	28	30	28	29	30	31				25	26	27	28	29	30	31		
September							October							November								
S	M	T	W	Th	F	Sat	S	M	T	W	Th	F	Sat	S	M	T	W	Th	F	Sat		
1	2	3	4	5	6	7			1	2	3	4	5						1	2	2-Sep	MLW Closed - Labor Day
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	21-Nov	MLW Closes at 4 pm
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	22-Nov	MLW Closed - Fall Break
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	23-Nov	MLW Closed - Fall Break
29	30						27	28	29	30	31			24	25	26	27	28	29	30		
December							January							February								
S	M	T	W	Th	F	Sat	S	M	T	W	Th	F	Sat	S	M	T	W	Th	F	Sat		
1	2	3	4	5	6	7				1	2	3	4							1	Dec 22 - Jan 6	KISD Closed - Holiday Break
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8	24-Dec	MLW Closed - Christmas Eve
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15	25-Dec	MLW Closed - Holiday Break
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22	26-Dec	MLW Closed - Holiday Break
29	30	31					26	27	28	29	30	31		23	24	25	26	28	29		31-Dec	MLW Closed - New Years Eve
																					1-Jan	MLW Closed - New Years
																					20-Jan	MLW Closed - MLK Day
March							April							May								
S	M	T	W	Th	F	Sat	S	M	T	W	Th	F	Sat	S	M	T	W	Th	F	Sat		
1	2	3	4	5	6	7				1	2	3	4						1	2	March 9-13	Spring break - MLW is Open!
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	10-Apr	MLW Closed - Good Friday
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16		
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23		
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	25-May	MLW Closed - Memorial Day

My Lil Wranglers uses yearly tuition rates to calculate payment plans. We do give a discount that amounts to approximately 7.5% to families that pay by the year, the quarter, or the month. View the

Mother’s Day Out Program (Half Days)

This is the cost structure for our Mother’s Day Out program. Discounts are applied to Yearly, Quarterly, and Monthly payers.

Mother’s Day Out	Annual Tuition	Yearly 1 installment	Quarterly 4 installments	Monthly 12 installments	Weekly 52 installments
4 years old	\$7800	\$7200	\$1800	\$600	\$150
3, 2 and 1 years old	\$10,400	\$9600	\$2400	\$800	\$200

If you will be doing Mother’s Day Out two, three, or four days per week see the table below

Mother's Day Out	5 days/week	4 days/week	3 days/week	2 days/week
4 years old	\$600/month	\$480/month	\$360/month	\$240/month
1, 2, and 3 years old	\$800/month	\$640/month	\$480/month	\$320/month
Extended days	\$75/month	\$60/month	\$45/month	\$30/month
4 years old	\$150/week	\$120/week	\$90/week	\$60/week
1, 2, and 3 years old	\$200/week	\$160/week	\$120/week	\$90/week
Extended Days	\$19/week	\$15/week	\$11/week	\$8/week

Full Day Program

This is our cost structure for Full-Time School. Discounts are applied to Yearly, Quarterly, and Monthly payers.

	Annual Tuition	Yearly 1 installment	Quarterly 4 installments	Monthly 12 installments	Weekly 52 installments
4 years old	\$ 9,880.00	\$ 9,120.00	\$ 2,280.00	\$ 760.00	\$ 190.00
3 years old	\$ 10,920.00	\$ 10,080.00	\$ 2,520.00	\$ 840.00	\$ 210.00
2 years old	\$ 11,960.00	\$ 11,040.00	\$ 2,760.00	\$ 920.00	\$ 230.00
1 year old	\$ 13,000.00	\$ 12,000.00	\$ 3,000.00	\$ 1,000.00	\$ 250.00

Most people choose to pay monthly or weekly, so below is the cost structure, full time and part time for those payment plans. This is based on yearly tuition, so payment is required even if days are missed due to scheduled closing, illness, family vacation, etc.

Monthly Pay Chart - Full-Time Care

Age as of 9/1/18	Full Time	4 days	3 days	2 days
School aged (summer)	\$ 600.00	\$ 510.00	\$ 390.00	\$ 270.00
4 years old	\$ 760.00	\$ 645.00	\$ 495.00	\$ 345.00
3 years old	\$ 840.00	\$ 715.00	\$ 545.00	\$ 380.00
2 years old	\$ 920.00	\$ 785.00	\$ 600.00	\$ 415.00
1 year old	\$1,000.00	\$ 850.00	\$ 650.00	\$ 450.00
School aged (Before OR After School Care)	\$ 200.00	\$ 170.00	\$ 130.00	\$ 90.00
School age (Before AND After School Care)	\$ 300.00	\$ 240.00	\$ 180.00	\$ 120.00

See Weekly Rates on next page

Below are our weekly rates. Families paying weekly pay the same rate every week of the year including when we have scheduled closings. The scheduled closings can be found on our calendar.

Weekly Pay Chart - 52 pay

Age as of 9/1/18	Full Time	4 days	3 days	2 days
School age (Summer)	\$ 150.00	\$ 120.00	\$ 90.00	\$ 60.00
4 years old	\$ 190.00	\$ 160.00	\$ 125.00	\$ 85.00
3 years old	\$ 210.00	\$ 180.00	\$ 135.00	\$ 95.00
2 years old	\$ 230.00	\$ 195.00	\$ 150.00	\$ 100.00
1 year old	\$ 250.00	\$ 210.00	\$ 165.00	\$ 110.00
School aged (Before OR After School Care)	\$ 50.00	\$ 40.00	\$ 30.00	\$ 20.00
School age (Before AND After School Care)	\$ 75.00	\$ 60.00	\$ 45.00	\$ 30.00

Payment is due on Friday preceding care if paying weekly and on or before the 1st of the month if paying monthly. Please add a \$20 late fee if your circumstances require you to make your installment late.

The Rules

The Parent Agrees:

1. To pay an annual supply fee of no more than \$120 per family per school year and a registration fee of \$25 for first time families. Fees will be prorated when a family signs up after the school year has started. Supply fees will run \$30 per quarter for families that start after November 30th. So the supply fee will be \$90 if starting after December 1st, \$60 if starting after February 28th, and \$30 if starting after May 31st. Spots will be filled on a first come, first serve basis. Receipt of required paperwork and your first installment, registration fee, and supply fee will secure your spot. **Supply fees will be paid on or before 8/1/18 or on the first day of care .**
2. My Lil Wranglers counts on your tuition, so obligations can be met. Therefore, your tuition is due even if your child misses 1, 2, 3, 4, or 5 days in a week. **If paying monthly, you will pay 12 times per year with tuition due no later than the the 1st of each month. If paying weekly, you will pay 52 times per year with tuition due no later than Friday evening preceding care.**
3. Our teachers get paid for the days we are closed on our calendar, and therefore our students also pay on scheduled closings. In the event of a nonscheduled closing, you will receive a credit based on your average daily rate. Scheduled closings can be viewed on our calendar at www.mylilwranglers.com and generally fall on Federal Holidays. **My Lil Wranglers takes the following days off each year. 1) July 4th plus one travel day 2) Labor Day 3) Thanksgiving plus one travel day 4) Christmas Eve, Christmasm and one travel day 5) New year's plus one travel day 5) Memorial Day 6) Martin Luther King Day (MLK Day is a bad weather make up day for Keller ISD, so if we miss a day due to inclement weather, we will be open on this day).**
4. The parent agrees to drop the child off well rested. Drop off shall not be before 6:30 am and not after 11 am. You will be responsible to pack and provide a nutritious lunch for the child each day. The child should be appropriately dressed for cold weather, hot weather, and school activities.
5. Inclement Weather – If this facility is required to close due to inclement weather, payment is still required. The decision to close due to inclement weather will correspond with the decisions made by the administration at Keller ISD. If Keller ISD modifies their schedule due to inclement weather, My Lil Wranglers will do the same.

Information on school closings can be found at www.kellerisd.net, www.mylilwranglers.com , or it will be announced on television by Keller ISD. **Martin Luther King Day is designated as a Bad Weather Make-up Day. If we miss a day due to inclement weather, we will make that day up on Martin Luther King Day.**

6. **The parent agrees to pay an overtime rate of \$20 per hour per child when the child/ren is picked up late without due notice.** This late fee may be waived or adjusted if prior notice (24 hours) and arrangements have been agreed upon between Parent and Provider.
7. To have backup childcare arranged for scheduled facility closings. This can be an issue on weather days and scheduled closings.
8. To submit a statement certifying your child's immunization record, a listing of special health needs, and the name of your child's physician.
9. **Your child must have or be in the process of obtaining all immunizations at the medically appropriate times according to state law. Per state law, each child must visit the doctor within 30 days of their 4th birthday to obtain physical, update immunizations, and obtain a hearing and vision screen.**
10. Provide a list of people authorized to pick up your child. You may allow somebody not on the list to pick up your child by making a statement in writing (who, when, etc.). In an emergency, a phone call authorizing somebody to pick up your child will be allowed. For your child's protection, proper identification will be required for anybody to remove a child from this establishment.
11. To notify your building in case of illness and the decision to keep a sick child home.
12. To refrain from bringing candy, gum, and toys with your child unless it is a special occasion (Party or Resting Toy).
13. At any time, you may contact the local Child Care Licensing Office located at 1501 Circle Drive STE 110 in Fort Worth, TX. The phone number is (817) 321-8604. You may ask for our most recent Licensing inspection report and/or questions about the Minimum Standard Rules for Licensed Child-Care Centers. If you suspect child abuse, you may dial the FPS Child Abuse Hotline at 1-800-252-5400. You may obtain information regarding other operations in this area by accessing www.txchildcaresearch.org

The Provider Agrees:

- 1) To provide childcare services for the above-named child during the following hours. Our facility is open from 6:30 am – 6:00 pm Monday – Friday.
- 2) Scheduled closings for holidays and building maintenance can be found on our calendar at www.mylilwranglers.com
- 3) To have a clear background check on all individuals working with your child including volunteers. Parents wishing to volunteer must have a clear background check.
- 4) To provide Morning and Afternoon snack. You will provide lunch each day.
- 5) To provide a safe environment for the children.
- 6) To provide appropriate activities and toys for the children.
- 7) To communicate with the parent about the needs and achievements of the children
- 8) Newsletters will be sent home weekly with important information regarding our program.
- 9) To apply a "Love and Logic" approach to discipline. Corporal punishment will not be utilized in this facility. Timeout will not be overused, but may be used when appropriate. Timeout shall never occur for longer than one minute per age of child. (example - a 3 year old may have a time-out that lasts no longer than 3 minutes)
- 10) To have an emergency plan available. This plan is available in the kitchen for parent review.
- 11) To observe all children for symptoms of illness and abuse as per state law.
- 12) **Children with an oral temperature of 101 degrees or with symptoms such as diarrhea or vomiting will be isolated from the group and parents will be called to come pick up the child. Children that become sick with a fever must be isolated from the group for a 24 hour period.** (example – If a child is sent home at 2:00 pm with a temperature, that child may not re-enter this facility until 2:00 pm the next day)

- 13) If a child is seriously injured or becomes seriously ill, I will administer CPR and/or appropriate first aid until EMT's arrive. I will call "911" immediately for assistance. I will call parents as soon as possible with information deemed from paramedics.
- 14) If any child shows evidence of abuse, the Department of Family and Protective Services will be notified as per State Law.
- 15) To provide the parent with a social security number or tax ID number and a statement including all fees paid for daycare expenses
- 16) To meet with you about any concerns you may have between the hours of 8:00 am and 5:30 pm by appointment. You may call Dawn Wilson at 817-692-2066 to schedule an appointment.
- 17) To provide a rocking chair to feed you infant in our infant room.

Both Parent and Provider Agree:

- 1) **My Lil Wrangler Guarantee!** Once we agree on a rate, your tuition will never raise for comparable services! It is normal for our rates to change each year, but your rate will be locked in. It can only go down! This does not apply to any tuition increases that incur due to services added to the curriculum program. This also does not apply if any legislation passes that would increase the cost to provide services.
- 2) That childcare will not be provided if the child or provider shall be considered too ill to receive or provide care. **In order to protect the children from communicable disease, a child with an oral temperature of 101 degrees or higher will not be eligible for care for a 24 hour period of time**
- 3) That the Provider will give at least 30 days notice of any planned, temporary closings.
- 4) All contracts are valid from the first day of enrollment until the contract is terminated by either party with a minimum of a ten day notice. If the contract should change, you will receive an amended contract with the changes and/or additions highlighted. **If the parent should leave without giving 10 days due notice, the parent will still be charged for those ten days.**
- 5) Tuition must be paid in advance for your child to attend this facility. **In the event tuition is not paid on time, your credit card on file will be charged the next day to avoid the \$20 late fee. A 2% convenience fee will be added to the installment. If this transaction fails to process, services may be discontinued until payment can be secured.**
- 6) Parents may visit or call at any time during normal child care hours to discuss or check on their child/ren. For sensitive situations or disagreements with the items in this contract, you may schedule an appointment with the director between the hours of 8 am – 5:30 pm.
- 7) This facility provides mid-morning snack and afternoon snack. Parents may drop their child off as early as 6:30 am well fed and will provide a cold lunch for their child that includes healthy choices. These meals should be balanced and may not include candy, carbonated beverages, or drinks that contain red dye.
- 8) House Bill 2086 has designated all daycare centers gang-free zones. We are required to inform our families that any gang activity within 1000 feet of this facility is a violation of this law and will be subject to increased penalties under state law

My Lil Wranglers Childcare Contract

4470 Keller Hicks Road, Fort Worth, Texas 76244

817-692-2066

sdawnwilsonmlw@aol.com

Our calendar is in this contract. This contract can be viewed at anytime on our website. Any closings due to inclement weather can be found at www.mylilwranglers.com

This contract is entered into by and between the parent _____ of

_____, Texas _____
Address City Zip Code

Hereinafter "Parent" and My Lil Wranglers of 4470 Keller Hicks Road in Fort Worth, Texas 76244; Hereinafter "Provider" for the purpose of securing arrangements for childcare of the children below on the designated days for the agreed tuition rate.

A 10% discount is available off of our FULL TIME RATES ONLY if you are a teacher that keeps your children home on teacher-off-days, military, or have multiple children in full-time care. You may only have one 10% discount if multiple situations apply.

If you qualify for at least one of these discounts, which one will you claim? _____

Please enter the children's name, birthdate, and days of the week you will need care.

Child's Name	Birth Date	Days of Care	Rate
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

In order to start care, your first installment must be paid in advance and all paperwork must be complete including this contract, the State of Texas Form, and your child(ren)'s shot records.

The first day of care will be on _____
Enter date here

Important Phone Numbers

Primary Contact	_____	_____	_____
	Name and Relation to child	Day time Phone	Cell Phone
Secondary Contact	_____	_____	_____
	Name and Relation to child	Day time Phone	Cell Phone
Emergency Contact	_____	_____	_____
	Name and Relation to child	Day time Phone	Cell Phone

My Lil Wranglers offers three ways to pay .

- 1) Cash 2) Check 3) Debit Card (free) 4) Credit Card (additional fees apply when using credit)

Auto Pay Authorization

My Lil Wranglers charges a 2% convenience fee to run your credit card. Timely payment is essential for our business as payroll, rent, and other expenses are very high. Your timely payment allows us to meet our obligations on time. If you should forget to pay by cash, check, or debit on the due date, or if you would like us to take care of payment for you, this authorization will give us permission to run your credit card to bring your balance to zero and to avoid the \$20 late penalty. When we run your credit card, we will always run it as credit as we will never ask for your PIN #. Because of this, you will be charged a 2% convenience fee to help cover the costs associated with using credit.

This section will be filled out by the provider

Your _____ installments for tuition will be \$_____ and your supply fee is due on August 1st of each year for the amount of \$120. This installment covers care for the children below in this contract.

Debit/Credit Card Authorization – Debit/Credit Card Payments

I give permission to My Lil Wranglers to charge the card on file for tuition installments, supply fees, and late fees if applicable. If there is an outstanding balance on my account after an installment is due or when this contract expires, I authorize My Lil Wranglers to run my credit or debit card to clear up the outstanding balance due. This would include tuition incurred for a family that fails to give the required two-week notice to end this contract. When My Lil Wranglers runs your credit/debit card, we will charge only for installments and supply fees that are past due. **I understand that both debit and credit cards will be run as credit and subject to the convenience fee agreed upon in this contract (2%).**

I agree that My Lil Wranglers has the authority to charge for any monies owed to clear up this contract on the credit or debit card below.

Card Type Visa Mastercard Discover Card # _____ Exp Date _____/_____/_____

Signature _____ Date _____/_____/20____ CVC _____

Your first payment will include your Registration Fee (\$25)	\$ _____
Your Supply Fee (\$120 per year or \$30 per quarter-Aug, Dec, Mar, June)	\$ _____
\$120, \$90, \$60, \$30	
Your First Installment	\$ _____
Your First Payment will be	\$ _____

Please initial next to each statement to ensure that you understand some of the very important terms of this contract.

_____ By initialing here, I understand that drop off is between 6:30 am and 11:00 am. Pickup shall happen no later than 6 pm.

_____ By initialing here I understand that payment is always due in advance. **If paying weekly, payment is due on the Friday evening preceding care. If paying monthly, payment is due on or before the 1st of the month. To avoid the \$20 late fee, if you should forget payment, My Lil Wranglers will charge the unpaid balance to the card on file plus a 2% convenience fee.** If payment can not be made, services may be discontinued until such time that payment can be secured.

_____ Your \$25 Registration fee (new customers only) and your supply fees are non-refundable.

_____ By initialing here, I confirm that my State of Texas Admission Information is on file at this school. If I am a returning student I confirm that my address, phone number, emergency contacts, and email addresses are all current.

By Signing below, I confirm that I have read and understand the policies outlined in this contract. I understand that both the parent and the provider are bound by the terms of this contract.

Signature of Parent

Date

Signature of Provider

Date

You must now fill out the State of Texas Admission Information and Provide your Shot Records