

My Lil Wranglers Contract

2021 - 2023

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 .
 2. 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 8/1/21 or on the first day of care .
 3. 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 1st of each month. If paying weekly, you will pay 52 times per year with tuition due no later than Friday evening preceding care.
 4. Our teachers get paid for the days we are closed on our calendar, and therefore **our students 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, Christmas 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).
5. The parent agrees to drop the child off well rested. Drop off shall not be before 6:30 am and not after 11 am.
 - 6 **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.

7. 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.

8. 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.

9. To have backup childcare arranged for scheduled facility closings. This can be an issue on weather days and scheduled closings.

10. To submit a statement certifying your child's immunization record, a listing of special health needs, and the name of your child's physician.

11. 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.

12. 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.

13. To notify your building in case of illness and the decision to keep a sick child home.

14. To refrain from bringing candy, gum, and toys with your child unless it is a special occasion (Party or Resting Toy).

15. 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.

16. 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.** Any child that is Covid tested must stay home until a result of negative is obtained. 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 your infant in our infant room.

Both Parent and Provider Agree:

1) My Lil Wrangler Guarantee! Once we agree on a full time 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.**

Rate Chart for 2021-22

| | Pre-K | Preschool | Two's | Tots | Babies |
|----------------|--------------|------------------|---------------|---------------|---------------|
| Monthly | \$800 | \$900 | \$1000 | \$1100 | \$1200 |
| Weekly | \$200 | \$225 | \$250 | \$275 | \$300 |
| Daily | \$45 | \$50 | \$55 | \$60 | \$70 |

If your child moves rooms, your rate will change on the first week of September. To get the cost break between the two and three year old room, your child must be potty trained.

***** Part time rates are on page 5. Part time rates may apply to two, three, or four days per week.**

Part Time Weekly/Monthly Rates 2021-22

| Daily Rate | 2 days | 3 days | 4 days |
|------------|---------------|---------------|----------------|
| \$45 | \$90 / \$360 | \$135 / \$540 | \$180 / \$720 |
| \$50 | \$100 / \$400 | \$150 / \$600 | \$200 / \$800 |
| \$55 | \$110 / \$440 | \$165 / \$660 | \$220 / \$840 |
| \$60 | \$120 / \$480 | \$180 / \$720 | \$240 / \$960 |
| \$70 | \$140 / \$560 | \$210 / \$840 | \$280 / \$1120 |

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 4470 Keller Hicks Road, Fort Worth, Texas 76244 817-692-2066 sdawnwilsonmlw@aol.com

9) Our calendar is on our website. This contract can be viewed at anytime t
www.mylilwranglers.com. 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 4500 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. Please enter the children's name, birthdate, and days of the week you will need care.

| | | | | |
|-----------|--------------|------------|--------------|----------|
| (Example) | Mickey Mouse | 01/10/2016 | M T Th F | \$800/mo |
| | Child's Name | Birth Date | Days of Care | Rate |
| | | | | \$ |
| | Child's Name | Birth Date | Days of Care | Rate |
| | | | | \$ |
| | Child's Name | Birth Date | Days of Care | Rate |
| | | | | \$ |
| | Child's Name | Birth Date | Days of Care | Rate |

My rate will be \$ _____/month. This rate will be good until August 30, 2021.

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

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.

Debit/Credit Card Authorization –

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 | _____ | | |

This section will be filled out by the provider

Your First Payment will be your tuition \$_____ plus your supply fee \$_____

Until this contract ends, your _____ installments for tuition will be \$_____
Your annual supply fee is due on August 31 st of each year for the amount of \$120. **On August 31, 2022, children move to new classrooms and new rates will apply.** The agreed upon rate covers tuition for these students below.

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.

_____ By initialing here, if you should forget payment, you give My Lil Wranglers permission to charge the unpaid balance to the card on file plus a 2% convenience fee. This avoids the \$20 late penalty. If payment can not be made, services may be discontinued until such time that payment can be secured.

_____ By initialing here you understand that the annual supply fee is 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**

