



Prairie Home Kids
Experiences for the Very Young
1212 N. Rossell Avenue
Oak Park, Illinois

Contract
Fall 2015 / 2016

Prairie Home Kids, located at 1212 N. Rossell, Oak Park, Illinois 60302 is a childcare facility operated by Alan & Pamela Van Natter. The Department of Children and Family Services of Illinois and the Village of Oak Park license the Center. The facility will be open between the hours of 7:00 a.m. and 5:00 p.m.

Parent / Guardian Name: _____

Child's Name: _____

Home address: _____

City/State/Zip: _____

Prairie Home Kids will operate August 31st 2015 through June 8th 2016

Tuition will be \$300 weekly. Second children enrolled in PHK are offered a 20% discount.

A non-refundable, two week deposit, is required for each slot requested. The funds will be applied to the final two weeks of the term or can be used to hold the slot(s) through the summer.

Payments are to be made biweekly in advance of the care and can be made monthly, quarterly or by term.

Either party can terminate this contract with a **30 day notice**. If no notice is given the deposit will be forfeited.

Payments must be made by cash or check only, no credit cards please. Payments must be received with 48 hours of the due date on the invoice or a **\$30** late payment fee will be assessed.

If, due to unforeseen circumstances, you are unable to pick up your child by 5:00 pm there will be a **\$25** charge until 5:30 that will appear on your invoice as a late pickup 1. If you pick up after 5:30 there will be an additional **\$35** that will appear on your invoice as late pickup 2. If your child is picked up after 6:00 pm there will be a **\$60** charge per incident that will appear on your invoice as an extended care charge.

If there has been no contact with PHK by 5:45 pm, and your child is still in the facility, the following procedures will be put into motion.

1. All emergency numbers you provided on the Emergency Contact Sheet will be tried in an attempt to contact you, the parent. Calls will be made every 30 minutes until 7:30 pm.
2. At 7:30 pm the Emergency contact person you provided on the emergency contact sheet will be called and notified of the need of their assistance. If that person cannot be reached their number will go onto the call list and all numbers provided will be called every 30 minutes until 10:00 pm.
3. If PHK is unable to contact you, the parent or your listed Emergency Contact person, at 10:00 pm it will be assumed a catastrophic event has occurred. The Oak Park Police will be notified of the situation.

PHK acknowledges its responsibility in continuing excellent care and protection for your child in the event of such a catastrophic incident. Your child will be kept under the protection of PHK until, you the parent, your emergency contact person, or outside authorities arrive.

It is imperative that all numbers provided on the emergency contact sheet be accurate.

PHK does not transport children. Parents or legal Guardians of school aged children will be responsible for providing transportation from PHK to school, to their home, or any other before or after school activity. If parents choose to use a transportation service, a current copy of said contract must be on file with PHK with a written authorization for PHK to release the child into the care of the transportation service. If the parent has designated a person or relative as the transport then a copy of the transportation release must be in the on file with PHK.

Parent Signature

Date

Pam Van Natter Director

Date