



Welcome to Ski-Daddle

Our mission is to encourage children to learn through everyday play, and to foster the development of the whole child by cultivating independent thought and foundational skills as well as awareness of their environment, empathy for others, social ease, and confidence.

At Ski-Daddle, we follow a curriculum that combines elements of both Montessori education and child-led learning so that children can pursue their interests and our teachers can act as facilitators to that education and development.

Hours of Operation

Monday - Friday 7am-6pm

If a parent is late picking up their child(ren) there will be a **\$1 per minute** charge that must be paid that day. If payment is not made at this time, all late charges will be applied to the next childcare bill.

	Monday	Tuesday	Wednesday	Thursday	Friday
Drop off:					
Pick up:					

Holidays

Our center is only officially closed on Christmas Day. On the following holidays, the center is open, however, these days are not included in your weekly fee. If you would like care on these days you may request care at a special price.

Christmas Eve, New Year's Eve/Day, Memorial Day, Independence Day, Labor Day, Thanksgiving/ Day after Thanksgiving, Martin Luther King Day, Presidents Day

Payment

Payment is expected before the child/children begin their first day of care and will continue to be due Fridays by 5 pm for the following week. A late payment fee of \$25 will apply to past-due accounts. Payment must be received each week for service to continue for the following week. Your child will not be able to attend if your account is not current and paid in full. There is a 10% per additional child weekly discount. Families may pay bi-weekly or monthly, only if done so prior to each respective payment cycle. Families will receive a \$10 discount when paying the month in full.

When a child is absent for any reason, payment is still expected. As a courtesy, we do allow families to take one week as a vacation where you do not have to pay for care. Two weeks' notice is required to take advantage of the vacation week.

**** Absolutely no refunds will be given for any reason. ****

Payment Method

All payments must be made through our daycare software Brightwheel, we will not accept personal checks or cash. In the cases of parental separation, one party must be responsible for making payments. We only allow one form of payment per child.

Attendance

For safety reasons you must contact the center as soon as you know that you will not be dropping off or picking up at your regularly scheduled times. If you are more than 15 minutes late the center will be making a call to verify that you are not experiencing any type of emergency.

Termination Policy

This contract may be terminated by the parent/guardian or the provider by giving two weeks' written notice. Reasons for the provider to terminate care may include but are not limited to, failure to make payment when it is due, an incomplete enrollment packet, lack of parent cooperation/communication, inability for provider to meet specific child needs, failure of a parent to abide by contract/policies. ***In some cases immediate termination may be necessary, reasons being: failure to pay required fees or for the health and safety of the other children in the program.***

Communication is very important, termination for any reason would be the last resort of parent/guardian and provider being unable to resolve issues that may arise. ***The parent/guardian is responsible to make payments for the two-week termination period, even if the child does not attend.***

Parent/Guardian Initials: _____

Enrollment

We will plan a sit-down meeting with our Director to discuss your child's specific needs, fill out required forms, and ensure that everything is completed and on file before your child begins in the childcare program. All confidential paperwork will be kept in a locked cabinet in the director's office or electronically password protected only accessible by the Director and the child's teacher.

It is the policy of Ski-Daddle not to discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. We are committed to providing an inclusive and welcoming environment for all members of our staff, children and families we serve, and volunteers. The center has a trial period of no more than 2 weeks, if your child/children seem to be having a difficult time adjusting to the child care program a sit-down meeting with the Director will be scheduled to discuss the continuation of care.

Drop off and Pick up

Ski-Daddle requires that children are brought into the foyer and signed into our attendance software Brightwheel. Parents/guardians will not be allowed past the foyer during drop-off or pick-up.

At the end of the day, Ski-Daddle will only release your child to people on the approved pick-up list with a valid ID. Under no circumstances will a child be released to a person who is not on the approved pick-up list, even if the child or staff member is familiar with the person. This includes parents of other children enrolled in the program and staff members.

Anyone picking up a child must show ID including parents/guardians. This is for the child's safety. Once a staff member becomes familiar with you they may no longer ask for ID, but in the case of new staff, you may be asked to show ID.

If you are unable to arrive at the center prior to our closing time of 6 pm, it is your responsibility to contact your emergency pick-up person to make arrangements for the timely pick-up of your child. The safety of your child is our highest priority.

Parent/Guardian Initials: _____

Health Care Policy

Even with daily washing and sanitizing, germs are prevalent in childcare settings. Please encourage your child to cough/sneeze into their elbow, encourage the use of tissues and teach them how to properly blow their nose when they need to. If all children learn the proper way to germ control, we can reduce the number of germs that are shared among the children while in care.

If a child becomes ill while in care the parent/guardian will be notified, and the child will be monitored. If the child becomes too ill to participate and our staff is unable to care for the child without taking away from the others we will contact the parent/guardian or emergency contacts to pick up the child. Other than over-the-counter medications such as ointments, sunscreen, insect repellent, EpiPens, asthma inhalers, and nebulizers with written consent, no other medications can be given during program.

Children will not be allowed to attend the center with a fever, vomiting, diarrhea, rash of unknown origin, or any other communicable disease until 24-48 hours on an antibiotic or a physician's note permitting them to return to childcare. There is no daily discount given, but we will give a 50% discount for children who are ill for an entire week, with a Doctor's note stating that your child was too ill to be in attendance.

Children cannot attend with the following symptoms:

- Fever of 101 degrees or higher - the child must not return to program until the temperature is normal for 24hrs without fever-reducing medications.
- COVID - If a child is positive for COVID they cannot return for 5 days after the positive test or 5 days from the first sign of symptoms that lead to testing.
- Vomiting - the child must be 24hrs without vomiting before returning.
- Head Lice/Nits - the child will be checked before returning to program.

Children will need a doctor's note before returning:

- Communicable Diseases - chickenpox, measles, mumps, influenza, strep throat, hand, foot & mouth
- Parasites - ringworm, scabies, etc.
- Pink Eye - the child may return 24hrs after starting prescription meds.

Parent/Guardian Initials: _____

Diapering & Toilet Training

Families will provide diapers and wipes for children. All diapers will be changed at least every 2 hours or more frequently if necessary. Ski-Daddle is cloth diaper friendly. Clean diapers and garment bags must be provided daily.

Toilet training is approached in accordance with the requests of the child's parents and in a manner that is consistent with the child's physical and emotional abilities. We ask that you provide extra clothes during this transition period in case of accidents.

Child Protection

We take every precaution to protect the safety of your child. This includes routine inspections and maintenance of our facilities, playground, and equipment. All staff receive first aid training and are certified in CPR. Any accident or injury is reported to the supervisor and is documented. You will be informed of any injury, will be asked to sign an incident report, and will receive a copy of the report when you pick up your child.

Because children will be children, accidents may happen. When they do occur, and we determine that medical attention is needed, we will call you or your designated emergency contact. If a child experiences a medical emergency, Ski-Daddle staff will take the action in your child's best interest, including calling emergency medical personnel if necessary.

Child Abuse & Maltreatment

In accordance with Social Service Laws 413 and 415 Ski-Daddle must report any suspected incidents of child abuse or maltreatment concerning a child receiving care in our center to the Statewide Central Register of Child Abuse and Maltreatment.

- Any abuse or maltreatment of a child by staff, either as an incident of discipline or otherwise will not be acceptable by the program. This will be grounds for immediate dismissal of the worker.
- All staff will be fingerprinted and put through the Statewide Central Registry or Child Abuse and Maltreatment as a requirement of employment.
- No volunteer will be left alone with children at any time.
- All staff are mandated reporters and thus must report any suspected cases of child abuse.

Behavior Management

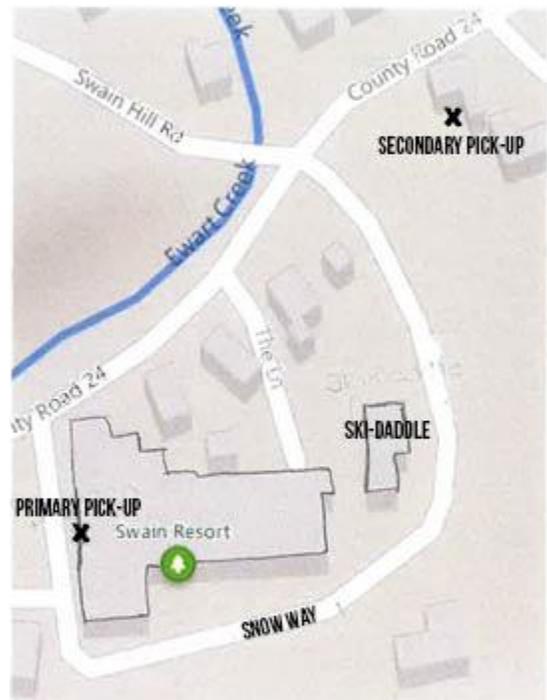
We strive to focus on giving positive guidance such as “we walk inside” or “gentle hands” rather than “stop running” and “don’t hit”. Choices will always be offered to the children and in a moment when they may lose control of their emotions, they are able to take a step back for a moment before re-entering the group. Teaching self-control is necessary to reduce outbursts and unwanted dangerous behaviors. Our teachers are there to model positive behaviors and how to appropriately handle situations that may arise through communication and problem-solving.

Corporal punishment is not an acceptable method of dealing with a child’s behavior and is strictly prohibited.

Emergency Evacuation Procedures

Ski-Daddle practices monthly fire drills and safety inspections. Fire drills allow the children to learn what the sound of a fire alarm means, what to do in case of a fire and how to exit a building safely all while learning to do so in a calm and organized manner. Shelter-in-place drills are exercised every 6 months. Per regulations, Ski-Daddle will notify families well in advance as to when these drills will be taking place.

In the event that Ski-Daddle must evacuate the children from the building, we evacuate to Swain Resorts ticketing booth windows. Our relocation site where we will go only if there is no possible way to re-enter the building is the Swain Resort cafeteria area. They have allowed us to use their facility as an emergency evacuation location where parents may safely pick up their children. All teachers will take binders with emergency contact information cards to contact parents/guardians or the most readily available emergency contact pick-up person.



Parent/Guardian Initials: _____

Media Consent

Your child will be participating in various activities, events, and fun learning experiences while attending our center. We often take photos to post in the classroom, use for crafts, or to share on our social media pages.

Social media is a great way to keep you updated on important events and center information while allowing you to see the fun experiences your child is enjoying. Be sure and follow us on our social media platforms.

Ski-Daddle will never publicize your personal information including name, age, town, program accessed, street addresses, dates of birth, or telephone numbers.

Consent: _____ No Consent: _____

Name of Child: _____

Signature of parent/guardian: _____

The above contract is to be completed and signed by the parent/guardian before the first day of childcare begins. Please be sure to read the entire contract before signing and initial all pages as indicated. Please feel free to ask questions as you go along to ensure that you understand all of the content before signing.

This is a legally binding contract and commitment to fulfill the terms of this contract between:

Ski-Daddle Child Development LLC

And

Parent/Guardian: _____

Address: _____

Phone Number: _____ Alternate Phone: _____

For the care of:

Child's Name: _____ DOB: _____

Child's Name: _____ DOB: _____

Child's Name: _____ DOB: _____

Parent/Guardian Initials: _____