



Absences: Payment is due in the instance of an absence due to illness, snow days, school closures, holidays, personal reasons, or vacation time. Due to staffing concerns and ratios, we are unable to switch, or credit missed days. _____

Arrival: If you have not arrived with your child by 10:00 AM Curious Minds will not accept your child for the day. It can be disruptive, and we may have sent extra staff home by this time. _____

Bottles, pacifiers, sippy cups, and teething toys: Must be provided by Parents. Children are not allowed to sleep with blankets, pacifier clips, teething necklaces, or stuffed animals. No wrapped, or weighted sleep sacks are allowed per state guidelines. _____

Breast milk/ formula: Breast Milk must be clearly labeled and dated. If your child drinks formula, you must provide it accordingly. We ask that all bottles are pre-made daily: we will send the soiled bottles home at the end of each day. _____

Diapers and potty training: Please provide your child with diapers, wipes, and extra clothing. Parents will be updated via Brightwheel when child is low on diapers. Curious Minds does not potty train children under the age of 2. _____

Food restrictions and allergies:

Children 12 weeks-23 months old are nut, fish/ shellfish, strawberry, and egg free.
 Children 24 months – 5 years of age are nut free.

Please feel free to use alternatives such as chickpea or sunflower butter. Foods with egg **baked** in are acceptable. _____

Holiday closures: We are closed on the following days due to holiday: New Year's Eve, New Year's Day, Presidents Day, Memorial Day, 4th of July, July 5th, Labor Day, Veterans Day, Thanksgiving, and the day after Thanksgiving, December 25th – December 29th, Martin Luther King Jr. Day, and Juneteenth. **There are no tuition refunds or make up days due to holiday or weather-related closures.** _____

Illness: Curious Minds is not responsible for any illness your child may contract while in group

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care. _____

Illness and sick days: To control communicable illness in children and our staff, sick kids with fever, diarrhea, severe cold, or any other contagious illness, may not be brought to group care. Children who become ill with any of these symptoms will be sent home. Asymptomatic siblings of the same household must be kept home as well. To follow the state guidelines **ALL children must be free of fever for 24 hours prior to returning to group care.** _____

Immunizations: We will obtain a copy of your child's most recent immunizations. If we cannot locate them through the state portal, we will require you provide copies. _____

Known allergies: If your child has a known allergy, you MUST provide an EpiPen. _____

Late pick up fees (after hours): Parents picking up children after 5:30 PM will be charged a late fee of \$1.00 per minute, per child with no cap. Unpaid late pick-up fees will be billed to the child's account balance. _____

Misplaced items: Curious Minds is not responsible for misplaced, lost, or stolen items. We ask that all valuables stay at home. _____

Outside playtime: Please provide your child with sunscreen (6+ months), a hat, shoes, and jacket daily so we can utilize the play area outside. If you do not want sunscreen applied to your child, please initial here. _____

Payments: Tuition is due on the 1st and late by the 3rd of each month. A 10% late fee will be automatically billed to accounts with late payments. _____

Refunds: All tuition, registration fees, deposits, 6-month payments, & unused scheduled days are nonrefundable. _____

Registration Fee: There is an annual registration fee of \$150.00 payable at the time of sign up. \$150.00 for 1 child or \$225.00 for 2 kids. (Annual registration fee applies in February of each year) _____

Returned checks: A \$25.00 fee will be charged for any returned check; separate bank fees may apply. _____

Snacks and meals: Curious Minds offers snacks. Parents are responsible for providing breakfast and lunch for their child daily. Please see a manager with questions. _____

Snacks for the class: Please refrain from bringing homemade foods to share with the class. If you would like to bring snacks for a special event, please make sure it follows our allergy guidelines and is store bought. _____

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Termination of enrollment: Curious Minds reserves the right to terminate this contract at any time for any reason. _____

Topical creams and lotions: We ask that all parents provide their child with any lotions, diaper creams, or ointments that their child may require. _____

Weather related closures: Curious Minds follows the Tigard-Tualatin School District on weather delays and weather-related closures. (Please watch your local news and check your Brightwheel app for the latest news.) Please call the Tigard- Tualatin School District 503-431-4000 for closure information. In the event Public Schools are closed, Curious Minds may close due to weather and safety concerns.

Withdrawal policy: A 30-day notice of intent to withdrawal from the Curious Minds Program is required. You are responsible for 30 days tuition from the notice date. _____

10 hour per day/ 50 hour per week: For the well-being of each student, we must limit full time care to 10 hours per day/ 50 hours per week. Please see a manager with questions. _____

I (print full name): _____ have reviewed The Parent handbook and agree to all terms.

Parent Signature: _____ Date: _____

For Office Use Only:

\$150 Registration Fee: Paid \$ _____ Check # _____ Cash Card

1st Months Tuition: Paid \$ _____ Check # _____ Cash

Card Employee Initial: ____ Date: _____

PRICING

Full day options only:

Children 24-35 Months of age

Full Time Rate: 5 days per week \$1450.00 per month
Individual Day Rate: \$85.00 per day

Children 36+ Months of age

Full Time Rate: 5 days per week \$1313.00 per month
Individual Day Rate: \$75.00 per day

Infant care:

Children 12 weeks- 23 Months of age

Full Time Rate: 5 days per week \$1788.00 per month
Individual Day Rate: \$100.00 per day

PLEASE SELECT A SCHEDULE:

Curious Minds offers childcare from 7:00 AM- 5:30 PM

Days: _____ (Example: MWF or M-F)

Hours: _____ For scheduling purposes, your child must be picked up at your scheduled time, must not exceed 10 hours per day, or 50 hours per week.

Receive a 10% discount on all tuition paid in increments of 6 months or more.

Receive a 10% sibling discount on the lower rate tuition.

Personal Information

Child's Full Name: _____ Gender: Male Female

Nickname: _____

Start Date: _____ DOB: _____

Mother's Name: _____ Fathers Name: _____

Mother's Email: _____ Father's Email: _____

Mother's Phone: _____ Father's Phone: _____

Mother's Employer: _____ Father's Employer: _____

Mother's Business Phone: _____ Father's Business Phone: _____

Insurance Company: _____

Address: _____ City: _____ Zip: _____

Health: (Please Circle)

Acid Re-flux

Colic

Constipation

Coughing

Diaper Rash

Eczema

Frequent Colds

Diarrhea

Frequent Ear Infections

Frequent Sore Throat

Spitting Up

Urinary Problems

EMERGENCY CONTACT FORM

Child's full name _____ Date of Birth _____

Mother's phone _____ Father's phone _____

Address _____

Mother's Name _____ Father's Name _____

Employed At _____ Employed At _____

Business Phone _____ Business Phone _____

Insurance Company _____ Last Tetanus Shot _____

Medications taken daily _____

Allergies _____

Name of friends and family who can pick up the child in case of an emergency:

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Hospital Preference _____

I hereby grant permission for the director of supervisory staff person to take whatever step may be necessary to obtain emergency medical care if warranted.

These steps may include:

1. Attempt to contact parent or guardian
2. Attempt to contact child's physician
3. Attempt to contact you through any of the persons listed on the emergency form you completed

If we cannot contact you or your child's physician, we will do any or all the following. A) call another physician or paramedic, B) call an ambulance, C) have child taken to an emergency hospital in the company of a staff member.

The child's parents will be responsible for any expenses incurred.

Parent printed name: _____

Parent signature: _____

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Infant Safe Sleep Guidance

Sleep Sack Guidance



According to the following rules:

Certified Center: 414-300-0300(6)(i);

Certified Family: 414-350-0220(7)(i);

Registered Family: 414-205-0090(11)(i);

“Swaddling or other clothing or covering that restricts the child's movement is prohibited.”

Blankets are not allowed in any type of child care while infants are sleeping. Instead of using blankets, the use of sleep sacks is allowed as long as they do not swaddle the infant and/or restrict their movement.

Examples of ACCEPTABLE types of sleep sacks

Arms and legs freely move



These types of sleep sacks are NOT allowed

Restricts/potentially restricts arm movement and/or contains Velcro enclosure



Weighted on the chest



May be a contributor to overheating* and hazard when a baby can roll



Clothes with a hood



*Infants are vulnerable to overheating when they are overdressed and cannot regulate their body temperatures well according to the National Institute of Health. Studies have shown that heavy clothing increases SIDS risk.

Additional resources:

- A copy of the safe sleep handout is available from your licensing specialist
- For more information about Safe Sleep visit the following website: safetosleep.nichd.nih.gov
- For information on crib safety guidelines see Consumer Product Safety Commission (CPSC): cpsc.gov
- Rules for all types of child care and safe sleep resources can be founded on the Early Learning Division website: oregonearlylearning.com/news-resources/resource-library/

Sources:

Oregon Administrative Rules, Oregon Department of Education, Early Learning Division, Chapter 414, Divisions 205 [Registered Family Child Care Homes](#), 300 [Certified Child Care Centers](#), and 350 [Certified Family Child Care Homes](#).

You are entitled to language assistance services and other accommodations at no cost. If you need help in your language or other accommodations, please contact the Office of Child Care at 503-947-1400.

Oregon Department of Education • Early Learning Division • Office of Child Care • www.oregonearlylearning.com | PTA-0416 (7/2021)

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