

Youth Development Coalition of Lincoln County  
Discovery Program 541-961-6123  
P. O. Box 657, Newport, OR 97365

## PARENT/GUARDIAN PROVIDER CHILDCARE CONTRACT

The following contract is between (parent name)

\_\_\_\_\_

(parent/guardian of child(ren) in care) and **Youth Development Coalition's Discovery Program** located at 225 SE Avery Street, Newport, OR 97365 for the children listed below:

Child's Name

Date of Birth

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Standard Rates and Payment Policies:

Each child holds one slot allotment.

1. The fee will be \$275.00 monthly - paid no later than the 25<sup>th</sup> of previous month.
2. The fee will be \$75.00 weekly – paid in advance no later than prior Wednesday.
3. The fee will be \$25.00 non-school daily add-on for weekly/monthly registered youth
4. The fee will be \$45.00 daily fee – (space available) – reservation by prior Wednesday.
5. Late fee of \$25 for the first 15 minutes at pick-up; \$1 per each minute following.  
(children not picked by ½ hour will result in Child Welfare call for assistance if not able to reach family emergency contact or parent)
6. The Discovery Program will provide USDA Breakfast, Morning Snack, Lunch, Afternoon Snack provided in partnership with the Lincoln County School District at no cost on non-school days.  
(parents/guardians may provide food from home without sugars. There is no fee adjustment.)

### Hours of Operation:

Monday, Tuesday, Thursday, Friday 2:30 – 5:30 PM

Wednesday 1:30 – 5:30 PM

Non-school days: 7:30AM – 5:30PM – full day (no half-day slots available)

Closed Legal Holidays

Parents will notify the Discovery Program if the child is not attending due to illness, family vacation, or other reason.

Parents are responsible for any damage that occurred to equipment or materials of the Program – normal wear and tear will not apply.

**Termination:**

The contract begins on \_\_\_\_\_ day of \_\_\_\_\_ month, 2024 and may be terminated by parent/guardian or Discovery Program with a written 2-week advance notice.

The provider, Discovery Program, may terminate immediately if the parent/guardian fails to pay the fee as described in this contract.

If a child’s behavior poses a risk of harm to self or others, the child will be denied care until a resolution can be established by both parties. The child may be suspended or terminated.

**Signatures:**

By signing the contract, all parties agree to all the above terms and policies, including financial responsibility for childcare provided. The provider is responsible for providing copies of the signed contract to the parent/guardian.

\_\_\_\_\_

Discovery Program signature

Date

\_\_\_\_\_

Mother/Guardian signature

Date

\_\_\_\_\_

Mother/Guardian Address

Phone

\_\_\_\_\_

Father/Guardian Signature

Date

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Father/Guardian Address

Phone

**Emergency Contact:**

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Name

Phone