



Parent Contract

To be read, understood and adhered to.

- It is my responsibility to notify Kiwikidz Home-Based of any changes to enrolled times or hours. If my child receives 20 ECE Hours I will complete a new attestation with my change of hours. If I receive WINZ I will complete a change of circumstances form and give to my case officer.
- I will be charged a holding fee of half fees per enrolled hour whilst my child is on holiday
- I will be charged for the actual hours attended or the enrolled hours - whichever is greater. Fees are payable in advance on a Friday each week.
- I understand that in the case of emergency the Educarer will obtain medical treatment for my child in an emergency and I will incur all costs.
- I give permission for my child to be taken to an alternative location eg. Civil Defense Centre in case of emergency.
- I will collect my child if he/she becomes sick whilst in care or will find suitable arrangements for my child.
- If Kindergarten drop offs and pick up is required I will come to a private agreement with the Educarer and pay them directly.
- I will be responsible for supplying my child with suitable meals.
- I will supply bottles, formula, nappies and changes of clothes. I will dress my child appropriately for the weather and will provide play clothes for painting and messy play.



- I will sun block my child before care and provide a sun hat and sun block.
- I will notify my Educarer immediately if my child will not be attending that day. If minimum 24 hours' notice is given I will pay half fees per hour holding fee otherwise I will pay full fees.
- I will give two weeks' notice when cancelling care and will notify my Educarer and Kiwikidz Coordinator.
- I will sign my child's weekly timesheet and check that the times are true and correct any change of hours or extra hours will be added to the timesheet.

Child's Name: _____

Parent Signature: _____

Date: _____

Coordinator Signature: _____