



MOTHER OF CARMEL CHILDCARE CENTRE



2599 MAJOR MACKENZIE DRIVE W. MAPLE, ONTARIO L6A 1C6

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General information during Covid-19 Pandemic measures:

- ◇ Children are accepted from birth to age twelve.
- ◇ Registration is made in advance and in person by either parent and/or legal guardian accompanied by the child. There is a \$50.00 registration fee which is non-refundable.

Mother of Carmel Childcare Centre is open Monday to Friday from 7:00am until 5pm sharp (children must be picked up by 5:00pm) Emergency contacts listed on file will be contacted for children not picked up by closing. If by 6:00pm the child is still at the centre with no contact person reached, Local Police will be contacted.**

During Covid Pandemic, children are cohorted into groups of 15 which no include staff. It may not be possible for older children to be grouped with their siblings during this time.

- ◇ **Fees are applied by group as follows**

Enrolment is on a full time basis – 5 days per week Monday to Friday

Infant Room	\$ 325
Toddler Room	\$250
Pre-School Room	\$ 195
*School-aged children before and after school JK+	\$100
**School-aged children PA days only JK+	\$50

****NB: To ensure your child's continuous enrolment within our program – Fees must be paid in full at the beginning of each week regardless of your child's attendance as per agreement at registration.**

Each child must bring in the following items:

****During Covid-19 Pandemic** personal items such as blankets and toys will not be permitted. Indoor and outdoor shoes are mandatory in order to maintain the disinfection/sanitary efforts of the centre. **These shoes must remain at the Centre at all times** as per CDC and Public Health guidelines.

- Each child must have a plastic bag with their name clearly labeled on the outside and containing at minimum, one complete change of clothes including undergarments and socks. This bag will be hung up in the child's cubby by staff upon arrival and must be taken home at the end of the week.
 - Each individual clothing item must be labelled with the child's name to prevent contamination by unnecessary mixups.
 - Socks must be worn at all times.
- ◇ A hot lunch is served at 11:30am every day in addition to mid-morning and afternoon snacks.
- ◇ Food served to the children at the centre is prepared onsite or in some cases, from an "Approved Source". An approved Source is a food premise that is inspected by the appropriate federal, provincial or municipal inspection agency. For example, supermarkets and bakeries are approved sources. For this reason, food that is made in the home of a parent or staff is not considered to be from an Approved Source and is not to be served to the children. **** No homemade food or snack is permitted on the premises** (with the exception of the Infant Room) **
- ◇ We are a **NUT-FREE** Childcare Centre. However, specifically, during Pandemic, no food items will be allowed to be brought in.
- ◇ **In helping us keep our books up to date, payment is to be made every Monday morning.**
- ◇ **** A charge of \$25.00 will be charged for cheques returned NSF. Cheques must be paid in cash in full immediately. ****
The daycare fees are adjusted once a year, as our operating costs increase. You will be notified in advance of these changes. Please look for information signs posted at the front entrance.
- ◇ **If your child is to be absent for the entire summer, a two week holding fee is required prior to the child's last day.**

- ◇ ** The Centre reserves the right to withdraw a child from the program in specific instances where an agreement cannot be met between a parent and the director in regards to the child's behaviour, disciplinary practices, payment of fees, etc. **

First Warning:	Verbal
Second Warning:	Written
Third Warning:	Dismissal

- ◇ **Parents are asked to notify the school if their child will be absent for any reason, you should contact Sr. Elsie.**
- ◇ During Pandemic, children presenting themselves as ill, with or without fever will not be allowed to enter or remain at the Centre. In these cases the Ministry of Health states that we must separate these children and notify the parents. Children may return to the daycare only after presentation of their Doctor's certificate stating that they are safe to do so. Health Screening will be carried out at drop off each day. Parents must allow time for this process. **** Please note that as a necessary precaution, Ministry of Health has directed that we reserve the right not to accept a child on the basis of ill health of the child or the parent when presented to the daycare.** We ask that you as parents please pay close attention to yourself and your child/children and be on the lookout for any signs/symptoms of illness and make arrangements for your child's care in the event your child cannot attend Childcare.
- ◇ The daycare will be closed on Statutory Holidays as they occur throughout the year, however regular fees will still apply. These days are as follows:

New Year's Eve	Victoria Day	Christmas Day
New Year's Day	Canada Day	Christmas Eve
Family Day	Civic Holiday	Boxing Day
Good Friday	Labour Day	
Easter Monday	Thanksgiving Day	

- ◇ If there is a change in address or phone number, please notify us in writing immediately so we can update your child's file. It sometimes happens that a child becomes ill and we are unable to contact the parents. We ask for your co-operation in this important matter.
- ◇ Every effort is made to ensure that your child receives the most professional care and attention while he or she is attending our Centre. We strive to maintain our reputation of a wholesome, Christian and family based Childcare Centre. With your co-operation and understanding, we can work together through these new and difficult times as we work hard to provide your child with a warm, loving and nurturing environment.