KidsZone, LLC | 3725 Bouton Drive, Lakewood, CA 90712
Facility Number: 000000000

ENROLLMENT AGREEMENT | CALENDAR YEAR 2027

THIS ENROLLMENT AGREEMENT is entered into between KidsZone, LLC, and the undersigned parent(s) or legal guardian(s) ("Family"). The agreement becomes effective only upon acceptance by KidsZone and completion of required licensing and enrollment documentation.

Parent/Guardian 1: _____ Parent/Guardian 2: _____
Residential Address: _____
Mailing address (if different): _____
Email(s):_____Mobile phone(s): _____

Child name: _____Date of birth: _____
Child name: _____Date of birth: _____
Child name: _____Date of birth: _____

PROGRAM ELIGIBILITY AND SCHEDULE

TITLE 22 REFERENCE: 22 CCR §§ 102352, 102416.5, 102417, 102426 (definitions, capacity, operation and overnight care).

INFANT & TODDLER CHILD CARE: Children ages three (3) months through three (3) years, Monday through Friday, 7:00 AM to 6:00 PM. OVERNIGHT CARE: School-age children ages six (6) through thirteen (13) year old only, Monday through Friday, during the specific overnight hours approved in writing on the individual schedule. Overnight service is not represented as a 24-hour or drop-in program.

Program selected: ☐ Infant to 3yr Child Care ☐ School-Age Overnight Care
Contracted days: ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday

Scheduled drop-off time: _____ Scheduled pickup time: _____
Anticipated first day: _____ Authorized daily hours: _____

The availability of either program, and any proposed overnight schedule, is expressly subject to the applicable license, approved capacity, staffing, safe sleeping arrangements, and licensing agency requirements. No service outside authorized licensing conditions will be provided.

2027 FEE STRUCTURE

Contractual pricing provision. Title 22 does not prescribe the listed weekly tuition or late-payment amounts.

WEEKLY TUITION

Infant and Toddler Child Care (3 months through 3 years old): $375.00 per week, Monday through Friday.

School-Age Overnight Care (ages 6 through 13 years old): $495.00 per week, Monday through Friday.

Annual registration and materials fee: $250.00 per child, due upon enrollment and on the first Friday of January of each subsequent enrollment year, subject to applicable law and subsidy rules.

FULL-TIME CLASSIFICATION

Five (5) or more hours of care per scheduled day constitutes full-time care for any shift or schedule, including overnight care. The weekly rate reserves the contracted placement; it is not a per-hour rate. A schedule of fewer than five hours is not automatically offered and requires a separately executed written rate agreement.

INDIVIDUAL TUITION TERMS

Child: _____ Program: _____
Child: _____ Program: _____
Child: _____ Program: _____

Weekly tuition: $_____ Agency-paid portion (if applicable): $_____

Family responsibility / co-payment: $_____ Authorized additional fees: _____

The registration fee is nonrefundable only to the extent permitted by law. No charge will be imposed in violation of an applicable childcare subsidy contract or program rule. Any separately agreed fees must be disclosed before they are incurred.

NO UNAUTHORIZED EXTENSION OF CARE

A parent may not extend attendance beyond the agreed schedule without advance written approval. Approval depends on the program license, caregiver availability, capacity, and applicable supervision and rest requirements.

Parent/Guardian Signature: _____ Date: _____
Kidszone Administrator: _____ Date: _____

ENROLLMENT, TUITION OBLIGATIONS, SUBSIDIZED PROGRAMS, VACATION & BILLING

TITLE 22 REFERENCE: Contractual billing provisions; 22 CCR §§ 102419 and 102421 relate to parent rights and child records, not tuition amounts. Subsidy rules are separate.

RESERVED PLACEMENT

Enrollment with KidsZone, LLC reserves a designated child care space and contracted schedule, not attendance on an as-needed basis. Tuition is charged for the reserved placement and remains due during ordinary absences, illness, and missed attendance days, subject to the vacation credit, scheduled closure provisions, applicable law, and subsidy agency requirements stated below. Families may not exchange scheduled days, request make-up days, or change contracted hours.

TUITION RATES AND PAYMENT REQUIREMENTS

The regular daytime child care tuition rate is $375.00 per week for infants and toddlers under the contracted Monday through Friday schedule. The overnight school-age child care tuition rate is $495.00 per week for the contracted overnight schedule. For tuition classification, any scheduled shift of five hours is considered full-time. Tuition is charged according to the enrolled schedule and applicable written agreement, rather than actual daily attendance. Any changes to a child's schedule or tuition rate must be confirmed in writing by KidsZone, LLC. Parents and legal guardians agree to pay all amounts lawfully due under this agreement. Invoices, charges, payments, and applicable credits will be recorded in Brightwheel. Families must review their accounts and pay by the due date stated in their enrollment paperwork or Brightwheel invoice. KidsZone, LLC will communicate any changes to payment procedures or approved payment methods in writing. Payments are not considered received until successfully processed or otherwise confirmed by KidsZone, LLC.

PAYMENT PROCESS

Invoices are issued through Brightwheel or another KidsZone-approved billing method. Tuition for the upcoming week is due each Thursday by 12:00 noon. If KidsZone is closed on Thursday, payment is due by 12:00 noon on the preceding business day. Automatic payment is required when legally permissible and agreed to in the payment authorization. Alternate methods must be approved in writing.

SUBSIDIZED CHILD CARE PAYMENTS AND PARENT CO-PAYMENT RESPONSIBILITY

KidsZone, LLC accepts child care assistance through approved agencies, including Children's Home Society, CalWORKs, Crystal Stairs, Options for Learning, Pathways, Child Care Resource Center (CCRC), and other authorized programs. Subsidy payments depend on the child's approved authorization, care schedule, applicable Regional Market Rate limits, and agency rules. Families must maintain eligibility and comply with authorization, attendance, and reporting requirements. No child care hours, attendance, or services may be misrepresented.

KidsZone, LLC's established weekly tuition is $375.00 for daytime child care and $495.00 for overnight school-age child care. For illustration only, using the family-provided estimated weekly subsidy reimbursement rates of $275.00 for infants and $245.00 for children ages two

through five, the corresponding weekly difference from KidsZone's $375.00 daytime tuition is $100.00 for an infant and $130.00 for a child ages two through five. These figures are not a guarantee of agency payment, parent responsibility, or authorization, and they do not establish a school-age subsidy rate. KidsZone's daytime enrollment eligibility remains ages three months through three years. Actual family charges depend on the child's age, approved authorization, reimbursement, any applicable assessed family fee, and whether the funding program permits collection of a tuition difference. A provider tuition difference and a state-assessed family fee are not the same charge. No prohibited charge will be collected.

Before enrollment, KidsZone, LLC will disclose the applicable parent payment obligation. Parents and/or legal guardians must pay lawful amounts due under the agreed payment schedule. Any change in subsidy authorization, eligibility, or reimbursement may change the family's responsibility, subject to applicable program rules and written notice. No fee or additional charge prohibited by the funding program or applicable law will be collected.

ANNUAL PAID CLOSURES AND FAMILY VACATION BENEFITS

KidsZone, LLC observes two scheduled closure weeks during each calendar year when care is not provided but regular tuition remains payable, as disclosed in advance to enrolled families. After six (6) consecutive months of enrollment, each family may request up to two (2) tuition-free family vacation weeks per calendar year, taken as complete Monday-through-Friday weeks, subject to applicable subsidy program restrictions. Approved family vacation weeks are not billed for regular tuition.
The two closure weeks and the family's two vacation weeks are separate benefits and need not occur on the same dates.

Families must submit vacation requests in writing through Brightwheel at least fourteen (14) calendar days before the requested vacation week and receive written approval before a tuition credit is applied. Vacation weeks may not be exchanged for cash, transferred to another family, or carried into a later calendar year. Vacation credit does not apply to KidsZone's scheduled paid closure weeks. The timing, eligibility, and application of credits for subsidized care remain subject to the funding agency's requirements.

BILLING DISPUTES AND PAYMENT VERIFICATION

Parents and legal guardians should first review their Brightwheel invoices, payment history, account balance, and posted credits before raising a billing concern. A charge may reflect reserved-placement tuition, one of the two paid closure weeks, or an absence that does not qualify for a vacation credit. A family that believes it has been overcharged, including for an approved tuition-free vacation week, should notify KidsZone, LLC in writing through Brightwheel and identify the charge and relevant dates.

KidsZone, LLC will review the billing records, payments, and applicable vacation credits and correct any confirmed error. Families are encouraged to seek direct resolution before filing a formal dispute or chargeback. This provision does not waive or restrict any legal right to contest an unauthorized or incorrect transaction.

LATE TUITION PAYMENTS AND DELINQUENT ACCOUNTS

Tuition for the upcoming week is due Thursday by 12:00 noon, or by 12:00 noon on the preceding business day if KidsZone is closed Thursday. A single $25.00 late tuition fee may be assessed for a payment received after that deadline, only to the extent the charge is reasonable, legally enforceable, expressly disclosed, and permitted by any applicable subsidy program. No additional daily late tuition fee is imposed by this provision. KidsZone, LLC's purpose is to encourage timely payment of tuition, not to generate revenue from late fees. Families are expected to establish a reliable payment routine and communicate promptly about payment difficulties. KidsZone may provide written notice of delinquency and consider a written payment arrangement where appropriate.

Continued nonpayment may result in suspension or termination of services only after any required notices and procedures have been satisfied, and only to the extent permitted by applicable law and subsidy agency rules. Families remain responsible for legally collectible amounts accrued before termination. KidsZone, LLC will provide a statement of the account upon request.

LATE PICKUP POLICY & ADDITIONAL STAFFING CHARGES

Parents and legal guardians must pick up each child no later than the child's contracted pickup time. Late pickup may require additional staffing and compensation beyond scheduled operating hours. The following proposed late pickup charges apply to each late pickup occurrence: $15.00 for pickup 1 through 15 minutes after the contracted time; an additional $16.00 beginning at 16 minutes late, for a total of $31.00 for pickup 16 through 30 minutes late. For example, for a 6:00 p.m. pickup, arrival at 6:05 p.m. results in a $15.00 charge, and arrival at 6:16 p.m. results in a $31.00 total charge. Fees beyond 30 minutes, if any, must be separately disclosed in writing. All charges are subject to applicable law and subsidy program requirements and may be assessed only to the extent permitted.

Parents must immediately notify KidsZone, LLC when they anticipate a late pickup.

Notification does not waive an otherwise lawful fee. KidsZone, LLC will attempt to reach the parent or legal guardian and authorized emergency contacts if a child is not picked up. If the child remains unclaimed 30 minutes after the contracted pickup time and no authorized adult can be reached or safe pickup arrangement confirmed, KidsZone, LLC may contact local law enforcement or the appropriate child protective authority for assistance. Earlier intervention may occur when necessary for child safety. This 30-minute escalation is a KidsZone policy, not a representation of a statewide automatic reporting requirement. The child will remain appropriately supervised until safely released. Repeated late pickups may result in termination of services, subject to applicable notice and subsidy rules.

MONTHLY SUBSIDY PAPERWORK & LATE DOCUMENT FEE

Families receiving subsidized child care must review, complete, and sign all required monthly attendance verification and reimbursement documentation by the final calendar day of the month, unless the subsidizing agency requires a different deadline. Missing signatures or incomplete records can delay KidsZone, LLC's claim submission and reimbursement.

Parents must respond promptly to written requests to correct or complete records, and all certifications must accurately reflect care provided.

KidsZone, LLC proposes a $50.00 administrative late documentation fee for required monthly paperwork that remains incomplete or unsigned after the applicable deadline. This charge will not be imposed unless the relevant subsidizing agency and applicable California law permit it and the fee has been properly disclosed and agreed upon.

Repeated failures to complete required paperwork after written reminders and a reasonable opportunity to comply may result in termination of services, subject to applicable notice, program requirements, and law. Neither parents nor KidsZone, LLC may falsify attendance, hours, or services.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

MANDATORY DAILY BRIGHTWHEEL CHECK-IN AND CHECK-OUT

TITLE 22 REFERENCE: 22 CCR § 102417 (operation, child supervision and emergency information); § 102421 (child records). Subsidized attendance documentation is separately governed by funding-program rules. Do not cite center-only § 101229.1 as governing this home.

Parents, legal guardians, or authorized individuals dropping off or picking up a child must complete the child's check-in immediately upon arrival and check-out at departure through Brightwheel, or through an alternative attendance system expressly approved by KidsZone, LLC. The recorded times must reflect actual arrival and departure. Required electronic signatures or acknowledgments must be completed accurately. This daily procedure is mandatory and is a condition of enrollment.

California Welfare and Institutions Code section 10227.5 requires covered subsidized child care attendance records to document actual dates and times of care and requires applicable monthly certifications. California Code of Regulations, Title 22, section 101229.1 addresses sign-in and sign-out requirements for child care centers; it should not be treated as a direct citation governing a licensed family child care home. Brightwheel is KidsZone, LLC's chosen attendance method, not an application mandated by Title 22.

Repeated failure to follow attendance procedures may result in written warnings and, if unresolved, termination of services subject to applicable law and agency requirements.

ARRIVAL & DEPARTURE RECORDS

TITLE 22 REFERENCE: 22 CCR §§ 102417, 102419, 102421 (safe operation, parent rights and child records).

The specific Brightwheel procedure is KidsZone policy. Each child must be personally transferred to the responsible caregiver and signed in and out by the parent or authorized adult using the required recordkeeping method, including actual arrival and departure times and the signature or approved electronic equivalent. Parents may not leave a child at the door or in a vehicle. Overnight entries and exits must be recorded in the same manner.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

CHILD SUPPLY LIST & PERSONAL BELONGINGS

TITLE 22 REFERENCE: 22 CCR §§ 102417 and 102425 (safe home/equipment and infant sleep environment). The itemized supply list is KidsZone policy.

Parents must supply properly labeled, age-appropriate items in sufficient quantities and replenish them promptly upon request. KidsZone will store and use supplies in a manner consistent with sanitation, health, and safe sleep requirements.

INFANTS AND TODDLERS

• Diapers or training pants and unscented wipes, as appropriate.

• At least two complete changes of clothing, socks, weather-appropriate outerwear, and closed-toe footwear for walking children.

• Bottles, formula or expressed milk and feeding instructions when applicable. Each bottle/container must be identified and handled safely.

• Any medically necessary supplies and signed medication or care authorizations.

A sleep sack may be used only if appropriate for the child's age and development and permitted by applicable safe sleep requirements. No loose bedding, pillows, stuffed toys, positioners, or other soft objects are permitted in an infant sleep space.

SCHOOL-AGE OVERNIGHT CARE

• Two changes of clothing, sleepwear, toothbrush, toothpaste, and personal hygiene items.

• Appropriate bedding or sleep items approved by KidsZone for the designated sleeping arrangement.

• Written bedtime, waking, dietary, allergy, medication, and emergency-contact instructions.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

FOOD SERVICE & ADMISSION POLICY

TITLE 22 REFERENCE: 22 CCR §§ 102417 and 102423 (safe operation and children's personal rights). Individual meal offerings and delivery arrangements are KidsZone policies.

MEALS PROVIDED BY KIDSZONE

KidsZone will provide the announced daytime meals and snacks, subject to documented dietary needs, infant feeding requirements, and any written program limitations. Parents are responsible for supplying breast milk, formula, or specialized food when identified in the child's feeding plan or enrollment agreement. No child will be denied an otherwise available safe meal because of a billing or supply dispute.

MEALS

KidsZone plans to offer breakfast, morning snack, lunch, and afternoon snack for the daytime program. Meals and snacks will be nutritious, age appropriate, and served according to children's developmental needs. Infant feeding follows each child's individual plan. Overnight meals and snacks will be identified in the child's schedule and care plan.

Evening meal provided by: ☐ KidsZone ☐ Family ☐ Not applicable

Bedtime snack provided by: ☐ KidsZone ☐ Family ☐ Not applicable

Breakfast provided by: ☐ KidsZone ☐ Family ☐ Not applicable

Food allergies / restrictions: _____

Parents must communicate feeding changes promptly. Any special dietary accommodation will be documented and handled consistent with applicable law.

SAFE FOOD HANDLING

All food and bottles brought from home must be labeled with the child's name and any required date or preparation information. Foods will be stored, prepared, and served using sanitary practices. Staff will follow allergy and choking prevention precautions, including age-appropriate food textures and supervision while eating.

THIRD PARTY FOOD DELIVERY

Food deliveries by outside services require advance approval. Deliveries must not interrupt supervision or compromise food safety. KidsZone may decline unapproved delivery arrangements but will take appropriate steps to ensure that a child in care receives adequate nutrition.

OVERNIGHT FOOD PLAN

Evening meal provided by: ☐ KidsZone ☐ Family ☐ Not applicable
Bedtime snack provided by: ☐ KidsZone ☐ Family ☐ Not applicable
Breakfast provided by: ☐ KidsZone ☐ Family ☐ Not applicable
Food allergies / restrictions:

Parents must communicate feeding changes promptly. Any special dietary accommodation will be documented and handled consistent with applicable law.

Parent/Guardian initials: _____ Date: _____
Kidszone Administrator: _____ Date: _____

DEVELOPMENTAL TOILETING & DIAPERING POLICY

TITLE 22 REFERENCE: 22 CCR §§ 102417 and 102423 (sanitation, supervision and freedom from punitive interference with toileting).

Toileting is developmental. KidsZone will support each child's readiness, dignity, and individual needs without punishment, humiliation, withholding food, or inappropriate discipline. Toilet training is not a prerequisite for enrollment in the eligible infant and toddler program.

READINESS INDICATORS

1. Shows interest in using a toilet or observing a toileting routine.
2. Recognizes a wet or soiled diaper or communicates discomfort.
3. Understands simple words for toileting and can follow basic directions.
4. Demonstrates emerging awareness of the need to urinate or have a bowel movement.
5. Participates in clothing changes and handwashing with developmentally appropriate help.
6. Appears willing to practice without distress or pressure.

FAMILY & PROVIDER RESPONSIBILITIES

Parents will provide diapers, wipes, extra clothing, and relevant medical or developmental information. KidsZone will maintain hygienic diapering and toileting practices, supervise children, wash hands, and communicate progress and concerns. Soiled clothing will be secured for return to the family.

A child will not be excluded, penalized, or treated differently solely because the child is not toilet trained, where doing so would conflict with licensing requirements or applicable disability law. Individual accommodations and care needs will be discussed in writing.

Parent/Guardian initials: _____ Date: _____
Parent/Guardian initials: _____ Date: _____

FOOD CONSUMPTION AND CONTAINERS

TITLE 22 REFERENCE: 22 CCR § 102423 (personal rights and prohibition of corporal punishment, humiliation and withholding basic needs). Property damage and withdrawal terms are contractual.

FOOD CONTAINERS, LEFTOVER FOOD, MEALTIME RIGHTS

PARENT-PROVIDED FOOD & CONTAINERS

Parents and guardians who provide food from home must send it in clean, properly sealed, clearly labeled containers suitable for the food provided. Parents and guardians are responsible for preparing food in safe, age-appropriate portions and informing KidsZone, LLC of applicable dietary restrictions, allergies, and feeding instructions.

RETURN OF CONTAINERS AND UNEATEN FOOD

KidsZone, LLC does not provide daily washing of children's personal dishes, lunch containers, or food storage containers. After meals, staff will replace the lids on parent-provided containers and send them home as they are, with any remaining food when it is safe and appropriate to do so. This allows parents and guardians to see approximately how much food their child ate during the day. For health and sanitation reasons, staff may discard food that is spoiled, contaminated, or otherwise unsafe to retain or transport. Parents and guardians are responsible for emptying, thoroughly washing, and sanitizing containers before returning them to KidsZone, LLC.

RESPECTFUL FEEDING PRACTICES & CHILDREN'S PERSONAL RIGHTS

KidsZone, LLC provides children with appropriate opportunities and encouragement to eat in a calm, supportive, and developmentally appropriate setting. Staff will not force-feed a child or use threats, intimidation, humiliation, punishment, or coercion to make a child eat or finish a meal. A child's appetite and food intake may vary from day to day. The return of uneaten food does not, by itself, mean that the child was denied an opportunity to eat.

Parents and guardians acknowledge that staff cannot require a child to finish food merely to meet an adult's expectation about how much the child should eat. Staff will monitor food intake as appropriate, communicate concerns about recurring refusal to eat or inadequate intake, and follow applicable individual feeding plans and health-related instructions. Infant feeding will be handled in accordance with applicable age-specific safe-feeding requirements.

REGULATORY REFERENCE

California Code of Regulations, Title 22, Division 12, Chapter 3, Section 102423 (Personal Rights). This provision protects children's personal rights, including protection against certain forms of punishment, intimidation, and interference with eating. It does not expressly use the phrase "force-feeding." All practices remain subject to applicable licensing, health, sanitation, and infant-feeding requirements.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

BIRTHDAY CELBRATIONS, BEHAVIOR, AND WITHDRAWAL

BIRTHDAY CELEBRATIONS

Special birthday foods require advance approval and compliance with allergy restrictions. Food shall never be withheld as discipline. Parent consent required for participation.

PROPERTY DAMAGE

Parents may be responsible for documented, intentional or negligent damage beyond ordinary wear and tear, only to the extent permitted by law. KidsZone will provide an explanation and reasonable documentation before requesting reimbursement. No automatic replacement charge applies to developmentally typical accidents.

GUIDANCE AND DISCIPLINE

KidsZone uses positive guidance, redirection, developmentally appropriate limits, and supportive communication. Corporal punishment, humiliation, deprivation of food or sleep, and other prohibited practices are not permitted. Persistent safety concerns will be addressed with the family through an individualized plan where feasible and legally required accommodations.

FAMILY WITHDRAWAL

Families must provide thirty (30) calendar days' written notice of permanent withdrawal. In lieu of that notice, the family may pay an agreed amount equal to two (2) weeks of tuition, to the extent legally enforceable and not prohibited by a funding agreement. This provision does not supersede rights arising from unlawful service interruptions or other applicable law.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

HEALTH, IMMUNIZATIONS & ILLNESS

TITLE 22 REFERENCE: 22 CCR §§ 102417, 102418, 102421 and 102425 (illness response, immunizations, child records and infant safe sleep where applicable).

HEALTH DOCUMENTATION

Before admission, families must provide the records and forms required for the child's age and program, including health history, emergency contacts, immunization documentation or legally recognized exemption, and medical authorizations. Records must be updated when information changes. KidsZone will comply with applicable California immunization and child care licensing requirements.

ILLNESS EXCLUSION AND RETURN

Parents must not bring a child who has symptoms requiring exclusion under applicable public health guidance, licensing rules, or KidsZone's written illness policy. Examples include fever with concerning symptoms, uncontrolled diarrhea or vomiting, communicable illness requiring exclusion, or inability to participate safely. KidsZone may request pickup when a child becomes ill. Return is based on the specific illness, current public health guidance, and the child's condition, rather than an inflexible rule that every symptom requires 48 hours of exclusion.

ALLERGIES AND INDIVIDUAL HEALTH PLANS

Families must disclose known allergies, dietary restrictions, seizure disorders, asthma, and other conditions relevant to safe care. Any required individualized plan, emergency medication, or specialized procedure must be approved and documented before the child attends.

OVERNIGHT HEALTH AND SAFETY

For overnight care, the parent must supply accurate bedtime and nighttime medical instructions and remain reachable throughout the care period. KidsZone will maintain access to emergency contacts and prompt emergency services when warranted.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

MEDICATION AND DAILY CARE

TITLE 22 REFERENCE: 22 CCR §§ 102417, 102421 and 102423 (safe care, records and personal rights). Medication authorization and special health services may also be governed by separate law and licensing guidance.

MEDICATION ADMINISTRATION

Prescription and nonprescription medications may be administered only with required written parent authorization and any required healthcare provider instructions, in original labeled containers, by a person authorized and trained to administer them. Administration will be documented. Medications will be stored securely and out of children's reach. Specialized health services require the documentation, training, and approvals applicable to the service.

MEDICATIONS AND TOPICAL PRODUCTS

Do not leave medication, sunscreen, diaper cream, or other topical products without the required written authorization and original, appropriately labeled packaging. KidsZone may require physician instructions or a specialized care plan when applicable. No medication will be administered solely on the basis of a general verbal request.

Personal items may be restricted for safety or sanitation. Families are responsible for laundering and replacing personal belongings. KidsZone is not responsible for ordinary wear or loss except as required by law.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

2027 HOLIDAY CALENDAR AND PLANNED CLOSURES

TITLE 22 REFERENCE: Contractual holiday and closure schedule. These specific holidays and paid closure weeks are not mandated by Title 22.

The following dates update the holidays named in the prior agreement. Holiday observance and the Christmas closure are contractual program closures, not representations that every listed holiday is required by Title 22. KidsZone will provide written notice of any changes.

2027 SCHEDULED HOLIDAYS

- Friday, January 1: New Year's Day
- Monday, January 18: Martin Luther King Jr. Day
- Friday, February 12: Lincoln's Birthday
- Monday, February 15: Presidents' Day / Washington's Birthday
- Wednesday, March 31: César Chávez Day
- Monday, May 31: Memorial Day
- Friday, June 18: Juneteenth observed (June 19 falls Saturday)
- Monday, July 5: Independence Day observed (July 4 falls Sunday)
- Monday, September 6: Labor Day
- Monday, October 11: Indigenous Peoples' Day
- Thursday, November 11: Veterans Day
- Thursday, November 25: Thanksgiving Day
- Friday, November 26: Day after Thanksgiving

YEAR-END PAID CLOSURE

Proposed 2027 Christmas shutdown: Monday, December 20 through Friday, December 31, 2027 (ten weekdays), including Christmas observed Friday, December 24 and New Year's Day observed Friday, December 31. This period must be confirmed in the issued annual holiday notice before signing. Two additional school preparation days, if scheduled, must be announced in writing with their exact dates.

Contracted tuition remains due for paid holidays and the agreed annual shutdown, subject to applicable subsidy rules and other law. Emergency or unplanned closures will be addressed separately in writing.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

CELEBRATIONS, CLOTHING & COMFORT ITEMS

TITLE 22 REFERENCE: 22 CCR §§ 102417, 102423 and 102425 apply to safety, personal rights and infant sleep, celebration rules are contractual policies.

BIRTHDAY CELEBRATIONS DURING CARE

Families may request an age-appropriate birthday activity with at least seven (7) days' notice. Food, decorations, and participation must comply with health, allergy, choking prevention, and supervision requirements. KidsZone may limit visitors or activities where necessary for safety, capacity, or the daily routine.

DRESS AND HYGIENE

Daytime children should arrive in clean, comfortable play clothing and appropriate footwear. Infants must have clothing suitable for safe sleep and movement. Overnight school-age children must bring clean sleepwear and personal hygiene supplies. Children may not be denied necessary care because of a minor clothing oversight; KidsZone will contact the family to arrange appropriate supplies.

PERSONAL COMFORT ITEMS

A comfort item may be allowed when age appropriate and safe. No loose blankets, pillows, stuffed animals, or other soft items are permitted in an infant sleep environment. All personal items must be labeled.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

CHILD PROTECTION, EMERGENCIES, & RELEASE

TITLE 22 REFERENCE: 22 CCR §§ 102416.2, 102417, 102419, 102421 and 102423 (reporting, emergency safety, parental rights, records and personal rights). Mandated reporting also arises under separate California law.

MANDATED REPORTING

KidsZone personnel who are mandated reporters will report known or reasonably suspected child abuse or neglect as required by California law. Parents acknowledge that KidsZone may not investigate allegations in place of the appropriate authorities or promise confidentiality that would prevent required reporting.

CHANGES IN FAMILY INFORMATION

Parents must immediately update telephone numbers, addresses, authorized pickup persons, custody orders, emergency contacts, and significant health information. KidsZone may request copies of applicable court orders to determine lawful release arrangements.

EMERGENCY RESPONSE

KidsZone will obtain necessary emergency medical assistance, notify parents as soon as practicable, and document incidents as required. Parents must complete the required consent for emergency medical treatment. KidsZone will maintain an emergency and disaster plan covering evacuation, sheltering, communication, and overnight response.

AUTHORIZED RELEASE

Children will be released only to a parent/legal guardian or a person properly authorized in writing, unless a valid court order directs otherwise. Identification may be required. An unlisted person may not receive a child solely on an unverified telephone request. Children will not be released to an individual whose apparent impairment creates an immediate safety risk; KidsZone will follow lawful child protection procedures.

TRANSPORTATION AND FIELD TRIPS

Transportation and off-site activities are not included unless separately offered and authorized in writing. Any such activity requires age-appropriate restraints, supervision, emergency information, insurance and licensing compliance, and advance parent consent.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

PHOTOGRAPHS, MARKETINGCONSENT & PRIVACY

TITLE 22 REFERENCE: 22 CCR §§ 102417, 102419 and 102423 concern supervision and rights. Photography, streaming and data privacy also require separate applicable-law and consent review.

PHOTOGRAPHY AND MARKETING CONSENT

KidsZone may photograph children for internal care documentation where lawful. Public use of a child's identifiable image, name, or video for websites, social media, or advertising requires separate affirmative parent consent. Declining promotional consent will not affect enrollment or treatment.

Promotional photo/video consent: ☐ YES ☐ NO

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

BRIGHTWHEEL AND LIVE STREAMING

KidsZone may use Brightwheel for parent communication, attendance, and billing, and may offer WatchMeGrow live streaming cameras if implemented and permitted under applicable privacy, licensing, and security requirements. Access, permitted use, retention, and restrictions will be described in a separate written technology policy. Cameras do not replace direct supervision. No cameras will be placed in bathrooms or other locations where recording would violate privacy law.

ENRICHMENT & OUTSIDE INSTRUCTORS

Optional enrichment activities require advance written notice of scheduling, fees, and parent consent when applicable. Visiting instructors must comply with applicable background clearance, supervision, and licensing requirements. Participation is optional unless otherwise specified in a signed program agreement.

CONFIDENTIALITY

Children's records and family information will be safeguarded and disclosed only as authorized or required by law. Parents must not distribute images or recordings of other enrolled children.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

SCREEN MEDIA & SCHOOL-AGE OVERNIGHT ROUTINES

TITLE 22 REFERENCE: 22 CCR §§ 102417, 102423 and especially 102426 (supervision, personal rights and overnight care).

AGE-APPROPRIATE MEDIA

Screen media, if used, will be age appropriate, limited, and secondary to direct care, play, rest, and developmental activities. Families will receive advance notice when KidsZone schedules a special movie activity. Children who do not participate will receive a supervised alternative.

Child may participate in approved age-appropriate movie activities: ☐ YES ☐ NO

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

OVERNIGHT SUPERVISION AND REST

School-age overnight care is limited to children ages six (6) through thirteen (13). Each child must have an individual overnight schedule, approved sleeping arrangement, and written bedtime/waking instructions. A qualified caregiver must remain available and provide supervision consistent with California family childcare licensing requirements, including any specific overnight or sleeping-child supervision requirements. KidsZone will not use the presence of cameras as a substitute for required supervision.

INDIVIDUAL OVERNIGHT PLAN

Contracted overnight arrival: _____

Contracted pickup: _____

Usual bedtime: _____

Usual wake time: _____

Sleeping area / arrangement: _____

Nighttime toileting or other assistance: _____

Nighttime medications / emergency plan: _____

No overnight enrollment begins until KidsZone verifies that the applicable license and operating conditions permit the proposed hours, ages, capacity, and sleeping arrangements.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

CHILDREN FORMS & RECORD RECIEPTS

TITLE 22 REFERENCE: 22 CCR §§ 102419 and 102421 (parent notices and children's records); § 102425 (LIC 9227 infant sleeping plan when applicable).

The parent and KidsZone representative shall check each document provided or received. The exact state form version and applicability must be confirmed against current Community Care Licensing requirements for a licensed family child care home, rather than relying on the former center's form list.

☐ Enrollment agreement and current fee schedule	Parent: ____ KidsZone: ____
☐ Identification and Emergency Information (LIC 700)	Parent: ____ KidsZone: ____
☐ Child's Preadmission Health History (LIC 702)	Parent: ____ KidsZone: ____
☐ Consent for Emergency Medical Treatment (LIC 627)	Parent: ____ KidsZone: ____
☐ Personal Rights notice applicable to family child care	Parent: ____ KidsZone: ____
☐ Notice of Parents' Rights (LIC 995A)	Parent: ____ KidsZone: ____
☐ Immunization documentation / required health records	Parent: ____ KidsZone: ____
☐ Infant needs and services / feeding plan, as applicable	Parent: ____ KidsZone: ____
☐ Medication and specialized health care authorizations	Parent: ____ KidsZone: ____
☐ Emergency/disaster and authorized release information	Parent: ____ KidsZone: ____
☐ Annual paid holiday calendar and vacation policy	Parent: ____ KidsZone: ____
☐ Supply list and toileting / diapering policy	Parent: ____ KidsZone: ____
☐ Overnight individual care and sleep plan, if applicable	Parent: ____ KidsZone: ____
☐ Brightwheel and live streaming privacy disclosures	Parent: ____ KidsZone: ____
☐ Photography and media consent choices	Parent: ____ KidsZone: ____
☐ Lead safety, passenger safety, or other required notices	Parent: ____ KidsZone: ____

I acknowledge receipt of the checked documents and understand that additional state forms may be required before admission.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

ADDENDUM, AMENDMENTS, & EXECUTION

TITLE 22 REFERENCE: Contractual agreement provisions. 22 CCR §§ 102419 and 102423 preserve parent and child rights; do not imply Title 22 sets a 14-day tuition-change notice for family child care homes.

INDIVIDUAL AGREEMENT ADDENDUM

_____

_____

_____

_____

_____

_____

CHANGES AND RENEWAL

KidsZone will provide at least fourteen (14) days' advance written notice of material prospective policy or rate changes, except where law requires a longer notice or immediate changes are necessary for health, safety, or licensing compliance. Changes to the contracted schedule, fees, or program must be documented in writing. This agreement covers the 2027 calendar year and will be reviewed for renewal before 2028.

TERMINATION

KidsZone may terminate enrollment for material contract breaches, nonpayment, unsafe conduct, inability to meet a child's needs within lawful licensed capacity, or closure of the program, subject to applicable law, required notice, subsidy rules, and disability accommodation obligations. Immediate cessation may occur only when necessary to address an imminent safety threat or other legally permitted circumstance. A parent's disagreement with a policy alone is not grounds for unlawful retaliation.

GOVERNING RULES

This agreement is governed by California law. Applicable licensing requirements, children's personal rights, and legally required parental rights take precedence over conflicting contractual language. If one provision is unenforceable, the remainder will continue to the extent legally permitted. No waiver of a child's statutory rights is intended.

By signing, the parties acknowledge receipt and understanding of the agreement, including the approved schedule and fee terms.

Parent/Guardian initials: _____ Date: _____

Kidszone Administrator: _____ Date: _____

2027 IMPLEMENTATION & LICENSING VERIFICATION

TITLE 22 REFERENCE: 22 CCR §§ 102416, 102416.1, 102416.5, 102417, 102419, 102421, 102425 and 102426 as applicable. Operational licensing checklist, not a parent contract promise.

☐ Confirm KidsZone, LLC legal entity and family child care home license number.

☐ Confirm the licensed address and approved ages, capacity, and authorized overnight operation.

☐ Confirm staffing, required clearances, supervision, emergency coverage, and sleep arrangements.

☐ Insert the approved school-age overnight hours for each child.

☐ Confirm the 2027 Christmas shutdown (proposed December 20–31).

☐ Confirm holiday observance dates and any changes to the published calendar.

☐ Confirm annual registration fee, payment fees, vacation credits, and subsidy restrictions.

☐ Confirm required current CCLD forms, notices, immunization and health records.

☐ Have California childcare licensing counsel or another qualified professional review contractual enforceability before use.

License number: _____Licensed capacity (to be verified): _____

Verified by: _____Verification Date: _____