



Kids First Shuttle Service Agreement

CLIENT & CHILD INFORMATION:

Is your child a student of Kids First Academy? ☐Yes ☐No

CHILD INFORMATION			
First name	Middle name	Last name	Nickname
Date of birth Age	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Child's primary language	Parent's/Guardian's primary language
HOME ADDRESS			Home Phone
PICK-UP LOCATION & ADDRESS		PICK-UP TIME (Hours) & SCHEDULE (Days)	
DROP-OFF LOCATION & ADDRESS		DROP-OFF TIME (Hours) & SCHEDULE (Days)	
Specific instructions during pick-up and drop-off			
Does your child require booster seat: <input type="checkbox"/> Yes <input type="checkbox"/> No (All children under 8 years of age are required to be in a booster seat)			
CLASSROOM/TEACHER INFORMATION			
School Name	Teacher's Name		School Phone
School Address			
PRIMARY CONTACT AND IN CASE OF EMERGENCIES <i>Include parents and guardians</i>			
Primary Parent/Guardian	Relationship to Child	Home phone	Cell phone
Home address		E-mail address	
Other Parent/ Emergency Contact 1	Relationship to Child	Home phone	Cell phone
Home address		E-mail address	
Parent/Guardian Identification Information (E.g. Child's D.O.B.; Pet's name; etc.) Note: Personal security questions will be used to verify parent/guardian identity if a pick-up authorization is called into the center.			
Question #1		Answer #1	
Question #2		Answer #2	
Emergency Contact 2	Relationship to Child	Home phone	Cell phone
Home address		E-mail address	
Emergency Contact 3	Relationship to Child	Home phone	Cell phone
Home address		E-mail address	



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POLICY STATEMENT:

Kids First Academy offers its transportation services to those who would need to shuttle their children door to door, offering to drop off and pick up when scheduled, to and from school and home, other daycares, and/or other after school activities.

Furthermore, Kids First Academy will provide scheduled transportation, pursuant to the following terms and conditions:

1. Upon acceptance of this contract, Kids First Academy agrees to provide transportation to and/or from the designated locations and dates of service. Transportation shall be provided in accordance with the rules and regulations applicable in Contra Costa County and the State of California. Though we will always strive for on-time performance, please note pick up/drop off time estimates are more or less 10 minutes of scheduled time(s), based on traffic flow and weather conditions that are subject to change. Other contingencies like traffic congestions, accidents along the route and other children being late can also cause delays, which are beyond our control. Kids First Shuttle Service shall not be held responsible for delays.
2. For absences, please notify Kids First Academy offices no less than four (4) hours prior to the scheduled pick-up time. Parents may call text at 925-698-8397 and 925-709-54337. For cancellation of services, 2 weeks advance notice is required.
3. All services are prepaid and non-refundable. We cannot provide refunds or credit for any reasons including, but not limited to, absences, cancellations, holidays, school breaks, sick days, expulsions or suspensions. Our cost-effective rates are based on group transportation. We will do our utmost to provide reasonable drive times, but our vans are transporting several kids on each trip and drive times may change, depending on your location. All pickup and drop off times are estimates and subject to vary as our schedules changes.
4. Due to consideration for all our customers, maximum wait time at each stop is five minutes. Please have your child ready and waiting outside for our van to ensure on-time arrival at your school/activity. If child is not at the agreed pick up location, we will make three (3) attempts to contact you, if we are unsuccessful, the vehicle will depart at the driver's discretion.
5. If for some reason, Kids First Academy fails to pick up your child due to an unplanned or emergency situation, you will be notified and credited with that absence on your next statement. If we are unable to continue to provide transportation for any reason, you will receive notice 10 business days prior to any change being implemented. If your child rides with Kids First Shuttles more times than is specified by this agreement, additional trips at their respective rates will apply.
6. Kids First Academy reserves the right to cancel this agreement without notice at any time due to disciplinary problems with a child while riding our vehicles.
7. Kids First Academy is not liable for the health, safety or welfare of your child once your child is dropped at the agreed destination.
8. Any damage to our property caused by a rider is the responsibility of the Parent/Guardian.

PAYMENT TERMS AND SERVICE CHARGE

1. **PREPAYMENT REQUIRED:** We accept all forms of payment checks, cash, debit and credit card, Paypal, Venmo and Zelle transfers through Wells Fargo Bank, Bank of America and Chase. Payments & Reservations are due up front every 1st of the month.
2. **REGISTRATION FEE:** School year registration fee of \$25.00 per family. Kids First Academy will charge \$8 per way, with a 50% sibling discount for the 2nd child, then a 25% off \$8 discount for the 3rd child.
3. **SUSPENSION:** Services will be suspended if payment is not received on the 1st week of the month.
4. **NO-SHOW/MISSING ADULT AT DROP OFF:** Your child's safety is of utmost importance to us. If your child is unable to be left at the specified drop-off location due to unforeseen changes in your child's extracurricular activities, Kids First Academy will contact the parent/guardian to get an alternative drop off location. If the driver has to wait for more than 5 minutes, take the child on another ride, or do a "second delivery", you will be charged a \$10.00 surcharge and an additional \$2.00/mile outside of 3 mile radius. We request that parents please have a back-up plan for these situations and discuss them with your child.
5. **CLEAN-UP FEE:** \$40.00 for every accident and/or illness on vehicle.



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WAIVER:

I authorize *Kids First Shuttle Service* to transport my minor child in the company 8-seater Honda Odyssey Van with a driver, authorized by Kids First Shuttle Service. I understand my child is expected to follow all applicable laws regarding riding in a vehicle and is expected to follow the directions provided by the driver, staff or volunteer. I understand participation in the identified event is not a requirement for participation in the program.

I have read, understand, and discussed with my child:

- a. My child will travel in a vehicle driven by an adult and my child is to wear their safety belt during travel;
- b. My child is expected to listen to supervising staff/driver and respect staff, other children, the vehicles they ride in, and the people they travel with during the trip;
- c. Riding in a vehicle may result in personal injuries or death from wrecks, collisions or acts by riders, other drivers, or objects; and,
- d. My child is to remain in their seat and not be disruptive to the driver of the vehicle.

Initial Each Statement:

_____ I recognize participation in this activity, as with any activity involving vehicle transportation, my child may risk personal injury or permanent loss. I hereby attest and verify that I have been advised of the potential risks, and I have full knowledge of the risks involved in this activity, and I assume any expenses incurred in the event of an accident, illness, or other incapacity, regardless of whether I have authorized such expenses.

_____ As a condition for the transportation received, I, for myself, my child, my executors and assigns, further agree to release and forever discharge *Kids First Shuttle Service*, their agents, officers, employees and volunteers from any claim that I might have myself or that I could bring on my child's behalf with regard to any damages, demands, accidents or injuries, or actions whatsoever, including those based on negligence, in any manner arising out of this transportation.

_____ I, the parent is responsible for changes to my child's schedule. *Kids First Academy* will not honor any changes made by the child. I am also responsible for informing *Kids First Shuttle Service* of preferred schedules and further logistic details.

_____ I acknowledge that any vehicle used to transport my child(ren) will have current registration and inspection stickers, and must be operated by a person who is at least 18 years of age and possesses a valid driver's license, has passed its background check, reflects a clean driving record, knowledgeable about First Aid techniques and CPR and authorized by *Kids First Shuttle Service*.

_____ I acknowledge that the caregiver will never leave my child(ren) unattended in any vehicle or other form of transportation.

_____ I acknowledge that *Kids First Shuttle Service* is not responsible for my child when he/she is not in the van.

_____ I acknowledge that *Kids First Shuttle Service* is not responsible for forgotten, lost, or stolen items.

_____ I acknowledge that I will be held liable for any damages caused to the van by my child.

_____ I have read this entire waiver and authorization form, I fully understand conditions, and I agree to be its terms and legally bound by its terms.

By signing this agreement I accept and agree to the terms and conditions, and authorize waiver here established.

Child's Name

Date

Parent/Guardian's Full Name

Signature

Kids First Shuttle Service

Acknowledged by: