

## Badger

## Calendula Garden Children’s Center (CGCC)

Badger. contracts with Calendula Garden Children’s Center (CGCC or “Center”), located in Gilsum, NH, to offer childcare for the children of Badger Team Members.

While the center exists to provide childcare for Badger Team Members, it is a separate entity with its own staff and Board of Directors. This distinction is important and allows the Center to function with the best interest of children in mind. In addition, all decisions around the design of the childcare programs offered rest with the Center and may change on a yearly basis.

### Waiting Period:

As new Team Members join Badger, there is waiting period of up to six months for eligibility for the Badger Child Care opportunity and enrollment in CGCC. This allows for the completion of the 30-60-90 day review process with the new Team Member to ensure a good fit with the organization and the CGCC time to provide for appropriate staffing.

The Center has a limited capacity. At any given time, we cannot guarantee space in the program, but the first priority, when space becomes available, is children of Badger Team Members. Please contact the CGCC Director as soon as you know you may be interested in enrollment.

### Eligibility:

The opportunity to apply for childcare through CGCC is available to all Regular Team Members of the Badger. to provide childcare for their legal dependents.

There is no guarantee of a child’s acceptance into the program. The Center reserves the right to not accept a child if they determine that the Center is not able to provide the appropriate level of care.

The Center reserves the right to terminate any contract with the Team Member, if the Director, supported by the Board of Directors, in their sole discretion, determines that the behavior of a child or parent or guardian is jeopardizing the functioning of the center. In addition, contracts may be changed or terminated with thirty days prior written notification by either party

### Subsidy:

The cost of care at CGCC is partially subsidized by the Badger. and partially paid for by the Team Member. When a family signs up for the Center each year, they design a specific program of number of hours and number of days a week for care for their child and their payment reflects this individualized program. This program and tuition commitment contract is for the year. To support families with more than one child, the Center offers one child in the family to come at half-price. Parent or guardians pay for the Center through a bi-weekly payroll deduction.

### Transition Period:

 For the first month of childcare, Team Members who need extra time at drop-off to create a smooth transition can calculate their work on their time sheet starting when they would have arrived at work on that day. The time should be recorded under ‘other’ time on the Team Member’s timesheet in ADP. Team Leaders will be informed of the planned transition time prior to the start and, if there is an unexpected delay to the Team Member’s arrival time, should be notified as soon as possible.

If a Team Member leaves Badger employment, for whatever reason, there will be an automatic thirty-day notice for childcare. During this period, parents or guardians are required to continue payment for childcare provided through means agreed upon with the CGCC Administrator. If the child does not receive childcare during this period, there is no obligation to pay.

Further information, including operating hours, enrollment process, costs specifics, etc. can be obtained by contacting the CGCC Administrator.