

**RULES FOR G.M. ABHYANKAR DAY CARE CENTRE  
OF  
INDIAN WOMEN SCIENTISTS' ASSOCIATION**  
Plot No. 20, Sector 10A, Vashi, Navi Mumbai 400 703  
Tel. No: 27899705/27661806/27662136

1. Admission: Only children between the age of 1 years and 10 years(boys), 13 years (girls) will be admitted.
2. Timings: The Day Care Centre will remain open from 7.30 a.m. to 7.30 p.m. on all working days. It will remain closed on Sundays and Bank Holidays. All parents are requested to collect the children by 7.30 p.m. If the child is kept after the working time extra Rs.142/- will be charged.
3. Health & Hygiene:
  - I. If the child is suffering from any sickness or illness, the child will not be allowed in the centre.
  - II. In case of post-care treatment, the parent should inform the Centre accordingly and leave specific instructions and medicines with the person in charge.
  - III. All parents are requested to send extra sets of clean clothes along with towel/powder/cream and other toiletries.
  - IV. All parents are requested to bring a big polythene bag to keep soiled clothes.
  - V. When the child is brought to the Centre, the child should be clean and neatly dressed.
4. Food:
  - I. Only milk along with milk bottles (adequate no.), food and snacks should be sent from home with the child. Kindly note the centre does not provide milk or food.
  - II. Only vegetarian food and/or boiled eggs should be sent from home with the child
5. General:
  - I. In case of an emergency, the parent of the child concerned will be called to attend the child during office hours, parents must inform the centre in writing about any change in their department address or contact telephone number.
  - II. Parents who wish to discontinue their child from centre should inform in writing at least one month before the date.**
  - III. Fees will be charged for all 12 months of the year including vacations. In case of unforeseen circumstances children may be withdrawn from the centre earlier, but a minimum of 3 month's fees from the date of admission will be charged from the parents.**
  - IV. The above rates are subject to revision from time to time.
  - V. While all due care will be taken of the children admitted to the Day Care Centre the Association does not take any responsibility for any sudden illness, or accidents that may occur in the organization's premises.
  - VI. Parents are requested not to send the child with any valuables.
  - VII. Day Care in-charge should be informed about the arrangements to drop/pick the child at or from the centre.
  - VIII. Children will be handed over to the parents/persons specified & introduced by the parents only.
  - IX. Application form to be filled in duplicate (signed by Day Care Centre Authorities)
  - X. Refund of Security deposit must be collected within six months from the date of the discontinuation of the child from the centre.

## IWSA G.M. ABHYANKAR DAY CARE CENTRE

**Revised Day Care Centre charges applicable from 1<sup>st</sup> July, 2022**

| <b>Age of the children</b> | <b>Duration :<br/>Full/Half Day<br/>12 hrs./6 hrs.</b> | <b>Charges<br/>(Rs)/month +<br/>GST</b> |
|----------------------------|--|---|
| 5-13 years only for girls  | Full Day   | 6,000                                   |
|                            | Half Day   | 4,500                                   |
| 5-10 years only for boys   | Full Day   | 6,000                                   |
|                            | Half Day   | 4,500                                   |
| Short time admission       | Full Day   | 1000                                    |
|                            | Half Day   | 500                                     |
| Transport Charges          | One Way  | 300                                     |
|                            | Two Way  | 500                                     |
| Late fees                  | <b>Full Day:</b><br>After 7.00 p.m.                    | 100/hr                                  |
| Security Deposit           | <b>3 months fee</b>                                    |   |
| Admission fee              |  | 1000/-                                  |

- Charges for IWSA staff members and helpers:

Staff member earning below Rs. 5,000: 5% of their remuneration.

Staff member earning more than Rs 5,000: 10% of the remuneration.

Staff member earning more than Rs 8,000: 20% of the remuneration.

- Concessional charges for IWSA staff should be for the duty hours in IWSA only. If they keep beyond their duty hours, they will have to pay regular charges.
- Payment of fee to be done by 10<sup>th</sup> of every month. If delayed, a fine of Rs. 50/- per day would be levied.