

Nursery Charging Policy



2024

Implementation date: January 2020

Review date: 2025

The Admission and Charging Policies are issued to all families as part of the registration process. They are also available on the school website.

Funded Places

All children are entitled to up to 15 hours of funded universal nursery provision following their third birthday.

Some children will also be entitled to an extended entitlement of an additional 15 hours of funded nursery provision. The additional 15 hours of funded childcare is available for families where both parents are working (or the sole parent is working in a lone-parent family), and each parent works the equivalent of 16 hours a week at the national minimum or living wage, and earns less than £100,000 a year. To find out if you are eligible for the new extended funding please go to: <https://www.childcarechoices.gov.uk/>

Funded sessions are available mornings, 8:50 - 11:50am, or full days 8:50am - 3:15pm, Monday to Friday. The nursery is open term time only and is closed for teacher training days.

You can buy extra sessions too. If you are using all your universal 15 hours and are not entitled to the extended 15 hours, then you can buy sessions. These are payable in advance and are £3.65 per hour. The school office will organise this for you. Please note that extra sessions are only available if the nursery is not full. Termly sessions need to be booked each half term so that new children joining us are not disadvantaged.

Government funding is intended to cover the cost to deliver 15 or 30 hours a week of free, high quality, flexible childcare only. It is not intended to cover the cost of meals, consumables, additional hours, or additional services.

Funding is available as follows:

For a child born 1st April to 31st August, funding begins in September.

For a child born 1st September to 31st December, funding begins in January.

For a child born 1st January to 31st March, funding begins in April.

Additional Hours

Additional hours including those not funded by the local authority will be charged at the current hourly rate. The current rate for a three-hour session is £

Additional Costs

Lunch Time

Lunch is from 11:50am to 1pm each day. You can either provide your child with a packed lunch or they can select from a choice of four lunches provided by the school, which currently costs £2.50 and are ordered through a WisePay account. Please speak to the office if you would like us to set you up with an account.

Trips

Parents will be notified of any charges related to school trip in advance. If you are unable to make the contribution for the trip, please approach a member of staff. The cost may be subsidised by a contribution from the PTA. If the school receives insufficient contributions from parents and there is no funding available from the School Fund or PTA the trip or activity may be cancelled.

Other Costs

No other consumable charges are made. We request that parents supply their own toiletries and personal care items where relevant.

We do not charge a deposit, retainer or registration fee.

Notice of Increase of Fees

If we need to increase prices we will give a full half term's notice. Our fees are reviewed annually.

Payment Terms

All outstanding payments must be settled by the end of each calendar month. If payment has not been received within one month of the date of the invoice then the child's chargeable sessions at nursery will be terminated.

Payment Methods

The easiest way to pay for additional hours and lunches is via Wisepay.

Cancellation Policy / Illness

Once you have booked any additional paid for sessions, you are obliged to pay, even if your child does not attend for any reason including illness and holidays. You do not have to pay for funded places if your child does not attend.

Unavoidable Closure of the School

Should the school be closed for reasons beyond our control you will not be charged for any sessions affected.

Notice Period

If for any reason, you would like to withdraw your children from our nursery, we ask that parents give as much notice as possible with the minimum being one month. Any payment that

has been made for a place within the notice period will not be refunded and further payment will be required to complete your commitment to the end of the notice period.

Late Payment/Debt Collection Policy

In cases where payment is late, without prior agreement, your child's place will be terminated for chargeable sessions. Your child will still be able to attend any funded sessions that they are entitled to. If payments are not recovered in accordance with our Bad Debt policy any outstanding debts will be forwarded to the Local Authority Credit Control Department for recovery.

Approved by governors November 2019