

FEES AND CALENDAR DATES

Children's fees are reviewed annually and are set at a standard rate for all children recognising the variety of demands and development needs of all ages.

Fees may be settled weekly or monthly. Current details of reservation and attendance fees can be found within the Admission Package (New Starter Pack).

Reimbursements regarding deposit refund and adjustments for monthly fees arrangements, terminated prior to completing a full year, will be settled on the final month's account, prior to the child leaving the Nursery.

BANK HOLIDAYS AND NURSERY OCCASIONAL CLOSURE DAYS

The Nursery remains open throughout the year except for bank holidays, which attract fees but which may be exchanged after payment for days in lieu, subject to space and availability where requested. A further 5 occasional days, uncharged, are specified at the beginning of each calendar year, generally taken at Christmas time, occasionally extending Easter closure where Christmas days are not required according to the calendar.

FAMILY HOLIDAY

A reduction of 50% fees for 2 calendar weeks of individual families' holidays is due which effectively creates a 'two weeks for the price of one' provision.

MONTHLY FEE CALCULATION

Families are entitled to 1 week's family holiday which does not attract Nursery fees and gives a total of 51 chargeable weeks per year.

Monthly payments are calculated on 12 equal payments of the 51 week total. The 5 occasional nursery closure days are deducted from the invoice in the month when they occur, generally around the Christmas period. Extra sessions required or extra days if in the unlikely event of the Nursery needing to close can be adjusted accordingly, pro rata.

NURSERY FEE DISCOUNT

Families placing children full time will be entitled to a 10% discount on fees. Similarly, families placing more than one child at the Nursery will be entitled to a 10% sibling discount on the total account. Sibling's discount is not applicable when your child starts receiving nursery early education funding.

NURSERY PLACEMENT CHANGES / TERMINATION - NOTICE PERIOD

A minimum of 4 weeks written notice is required to reduce or terminate a placement, or fees in lieu. **Three months' notice is required for children aged 3** or fees in lieu.

PAYMENT METHOD

Payment of fees may be made as follows: cash, internet banking and childcare vouchers. Fees may also be subsidised by government funding grant where applicable, however, the responsibility for fees to be paid on time remains entirely with the customer. Settlement is to be received not later than Wednesday for weekly payments and by the Friday of the first week for monthly payments.

Customer invoices are issued and sent via e-mail (password protected) or letter if preferred for both weekly and monthly payment arrangements.

LATE PAYMENT OF FEES

Early Years childcare is very expensive, running costs however are also similarly enormous. For this reason alone the Nursery is entirely dependent on fees paid on time and is unable to accommodate any late payment. Payments overdue by two weeks may result in temporary withholding of child placement until the account is up to date. Payments overdue by four weeks may result in termination of the child placement. All nursery debts will be considered for reference to the County Court for payment which will include costs and interest.

NURSERY EARLY EDUCATION FUNDING

The Nursery will notify you when your child is eligible for the Nursery Early Education Funding and will apply for the funding on your behalf. The Nursery does not offer term-time only child placements which means you will be charged for the non-funded weeks in the year. There are 38 weeks funded and 14 weeks non-funded in a year.

PARENTS EVENINGS

The Nursery has two parents evenings each year, one in early Autumn and one in late Spring. These occasions are designed to promote the Nursery's work and planned developments and they also act as an excellent opportunity to enable parents to share more quality time discussing a variety of matters with staff regarding their children.