

Fees Policy

Policy

- We believe in being fair and equal to all regarding fees.
- We believe in being consistent
- We believe that in order for us to run an effective and caring childcare service payment and fees need to be agreed and paid on time.

Whilst we aim to offer high quality care for your child/children, we are running a business and have wages and bills to pay. This is reflected in our procedure for payment as below.

Procedure:

We are open all year round except Bank Holidays, 2 staff training days and the week between Christmas and New Year.

Early Years

Our nursery working week is Monday to Friday 7:00am – 6:00pm, these can be broken down as full days or into sessions with a minimum of 5 hours (Am or PM) charged at an hourly rate.

Our Daily rate is £55.00

Hourly Rate (minimum 5 hrs AM or PM) £6.50p/h

For any extra time over your booked hours our hourly rate is £6.50, a minimum of 1 hour extra will be charged.

Your holidays- **you will be charged your normal rate, any occasional days taken off will be charged at your full rate.**

Your sickness or your child's sickness- **you will be charged at your normal rate.**

Nursery Closure days- NO CHARGE

We accept government funded hours for 2,3 and 4 year olds in line with the current government offer.

Please note that the government funding for working parents of 2, 3 and 4 year olds does not cover consumables such as Food and Resources.

Therefore we do ask for a contribution of a consumables fee as follows:

Full day consumables (9+ hours)£8

Half Day consumables (5 hours) £5

Short day consumables (5-8 hours) £6

For children in The Early Years we offer a **sibling discount of 7%** off you monthly invoice. This offer is **only available for use in Early Years and will be discontinued once your oldest child attends full time school.**

For children in the Early Years we require a £50.00 deposit refundable on termination of contract if all fees are up to date. Fees are to be paid 4 weeks in advance. **The notice period for children in the Early Years is 4 weeks.**

Out of School Club

Our Out of School Club opening times are 7:30am- 9am, 3pm-6pm during term-time and 7:30am to 6pm during school holidays.

Breakfast Club (7:30am-9am) £8.50 including breakfast
After School Club (3pm-6pm) £13.50 including full evening meal.

Holiday Club fee's
£35.00 for a full day. (Please note children must bring a packed lunch).
£16.50 for a half day (AM or Pm)

Please note spaces are limited for holiday club and bookings are made on a first com first serve basis.

For children who come before and after school we require a week's deposit which is refundable on the termination of our contract if all outstanding money has been paid. **The notice period for children who come before and after school is 1 week.**

All Invoice's are sent out at the beginning of each month to be paid within 14days.

We accept payment through a variety of means, government tax free system, card payments through our app Family, Employer voucher schemes, university and college funding and bank transfer.

If you fail to pay on the agreed day, we will give you one week to make payment, if we have still not received payment, our late payment fee will be added. We reserve the right to remove your child's place should you fail to bring your account up to date and may choose to do so.

Each week you fail to pay an extra £10.00 late payment fee will be added to your bill. If you bring your payments up to date during the notice period, the notice period will be cancelled however, if by the end of your notice period you have not paid, we will not take your child and you will have to find alternative provision whilst paying all outstanding fees.