

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 effect 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 and the week between Christmas and New Year.

Early Years

Our Nursery working week is Monday to Friday 7am – 6pm, these can be broken as full days or into sessions.

A morning session is from 7am – 1pm (8am to 1pm for funded hours only) and an afternoon session is from 1pm – 6pm.

Full Day (9+hours) **£60.00**

Pay per Hour (Minimum 5 hours am or pm) **£7.00p/h**

For children in the Early Years we require a **£50.00** deposit refundable on termination of contract if all fees are up to date.

Please note that children receiving working parent government funded hours are also asked to pay for consumables as set out below as this is not covered by the government funding. Alternatively, parents can provide their own meals.

Cost per session

Breakfast £0.50

Snack £1.00

Lunch Tea £2.50

£3.00 Consumables £1.50

Children doing a full day will have a discount applied to cap the total cost at £8.50

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.**

The notice period for early years children is 4 weeks.

Out of School Club

Our Out of School Club working week is Monday to Friday 7:30am – 6pm, during term breakfast club runs 7:30am -9am and after school club runs 3pm-6pm.

Before School (7:30am to 9am) **£8.50**

After School (3pm to 6pm) **£13.50**

Collection Only (till 4pm) **£4.50**

Collection till 4:30pm **£5**

Holiday Club Full Day (between 7:30am and 6pm) **£35**

Holiday Club Half Day (7:30am to 1pm or 1pm to 6pm) **£16.50**

Holiday Club Short Day (7:30am -3pm) **£27**

Please note Holiday club children are required to bring a packed lunch, all other meals will be provided.

The notice period for Out of School Club children is 1 week.

Invoices are sent out on the 1st working day of the month for the previous month, all invoices are to be paid within 14 days of the date of invoice unless a specific payment date has been agreed with management.

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, you will be issued with your notice period for our contract to terminate.

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, your child's place will be withdrawn and you will have to find alternative provision whilst paying all outstanding fees.