**Payment of Fees**

We like to keep things as simple as possible and look to provide predictability and stability for families by avoiding confusing multi-tier fee structures and hidden costs.

Our fees include everything: meals (all cooked on our premises by our dedicated chef), nappies, wipes and formulas, and all activities carried out with your children, including excursions and additional lessons (e.g. Language, Yoga, Sports, etc).

Charges are always for the month in advance, and payable on the 1st of each month via direct debit or Tax-Free Childcare accounts.

Monthly fees are calculated using the following calculation:

**(Weekly Booking × 51 weeks) ÷ 12 months = annualised monthly invoice amount.**

**Full time fees (5 full days per week) are calculated over 50 weeks, giving you one-week free childcare per year but keeping your invoice the same amount each month.**

**If your child starts or leaves mid-month, fees are calculated using a daily rate.**

**Applying for Government Funding**

Funding covers 38 weeks of the year, aligned with Local Authority school terms starting in the autumn term in September. The remaining 13 weeks of the year (school holidays) are not covered by funding.

Funding is allocated as follows:

* 15 hours for eligible working parents of children from 9 months to 2 years old
* 15 hours for eligible working parents of 2-year-old children
* 15 hours entitlement for disadvantaged 2-year-olds
* 15 hours universal funding for all 3 and 4-year-olds – no application online needed
* 30 hours for eligible working parents of 3- and 4-year-olds (an additional 15 hours on top of the universal funding)

From September 2025, eligible working parents of children aged 9 months and above will be able to access up to 30 hours over 38 weeks a year.

Working parents funding can only be applied at the nursery if you have made a successful application online here [Gov.uk](https://www.gov.uk/apply-free-childcare-if-youre-working)

You’ll need to make sure you have the following information to hand before starting the application:

* Your national insurance number (or unique taxpayer reference if you are self-employed)
* The date you started or are due to start work.
* Details of any government support or benefits you receive.
* The UK birth certificate reference number (if you have one) for your child.

You may find out if you’re eligible straight away, but it can take up to 7 days.

Once your application has been approved, you’ll get a code to give to the nursery, along with your National Insurance number and your child’s date of birth. Please give your provider the code from the website beginning with 50, as this is your permanent digital code for your child. Parents will be asked to reconfirm that they are still eligible for the support every 3 months and will be reissued their code.

For more information, please visit the government website to check your eligibility for funding <https://www.childcarechoices.gov.uk/>

**Stretched Funding**

**15 hours of funding a week, for 38 weeks of the year = up to 570 hours a year**

**30 hours of funding a week, for 38 weeks of the year = up to 1140 hours a year**

We offer wraparound funded sessions all year round, stretching the annual 570 hours to up to 11 hours per week and stretching the annual 1140 hours to up to 22 hours per week.

Additional hours of care and education outside of the funded hours are charged at our private hourly rate.

Funding only covers the essential aspects of childcare, as per government guidance.

Funding received excludes any additional hours and consumables.

**When is my child entitled to funding from?**

|  |  |
| --- | --- |
| **Your child’s birthday is between:** | **Funding entitlement from** |
| 1 January to 31 March 2025 | Term starting on or after 1 April 2025 |
| 1 April to 31 August 2025 | Term starting on or after 1 September 2025 |
| 1 September to 31 December 2025 | Term starting on or after 1 January 2026 |

**Consumables Fee**

Funded hours only cover the basic aspects of childcare, as per government guidance, and does not cover freshly cooked meals on site, snacks, nappies, wipes, tissues, outings, events and celebrations, extracurricular activities, Calpol, sun cream etc. When accessing funded hours, there is a charge listed as “Consumables” on your invoice.

You are only charged a consumable fee on the days that your funding is allocated.

This fee must be voluntary; therefore, we provide a clear and concise list of what this fee covers to ensure full transparency.

This fee ensures that we are able to continue operating and maintain the highest quality of care and education for your children.

One term’s notice is required to opt out of contributing to the consumable fee once you have opted in.

If you are unable to make payment for the voluntary fee, we offer a basic service where no consumables are provided by the nursery:

* All meals – parent bringing their own meals must adhere to our packed lunch policy (Breakfast, snacks, 2 course lunch, 2 course tea). Any uneaten / leftover food must be taken home daily.
* Nappies, wipes, suncream, nappy sacks, tissues, formula must be brought in and taken home daily.

**All consumables must be provided by parents. Failure to bring this items daily may result in your child not being able to attend for that day.**

Children will also be exempt from the following provided by the nursery:

* Outings / trips
* Extra-curricular activities
* Enhanced learning resources
* Events, celebrations and parties

**Funded Hours**

We apply our funded only hours as follows:

9.30am-11.45am AM sessions (15h funding)

1.30pm-3.45pm PM sessions (15h funding)

9.30am-2.00pm AM sessions (30h funding)

1.30pm-6.00pm PM sessions (30h funding)

10am-2.30pm full day sessions (30h funding)

There is no obligation to attend additional private hours outside of these funded hours however when attending wrap around hours parents are able to use a maximum of 10h funding per day. Places for funded only hours will be determined subject to availability, occupancy, staffing levels and business needs. If demand for these hours exceeds our expectations, we may have to review continuing to operate whilst claiming Early Years Entitlement due to unrealistic, stringent Government Guidelines which continue to underfund the Early Years Sector.

We review each application on a case-by-case basis in order to support the most vulnerable families such as low-income families and children with additional needs.

Parents wishing to access funded hours only can remain on our waiting list until a session becomes available if we are unable to offer this immediately.

**What else do I need to do?**

We'll provide you with a Parental Declaration form to complete and return. It grants us permission to claim your child's funding from the Local Authority for the full academic year. Funding confirmation and claim processing depend on the submission of this form. Please be aware that late applications may result in funding refusal by the Local Authority, which is beyond our control and full fees will be applied.

**Additional Information**

Eligible parents are also able to access Tax-Free Childcare through the same application system. You can apply for Tax-Free Childcare at any time. However, you don't need to apply for Tax-Free Childcare to be eligible to apply for Government funding.

The nursery is open 51 weeks a year. We close only between Christmas and New Year and Bank Holidays, and for a maximum of three in-service training (INSET) days per year. This gives us the time required to train staff to the highest possible standard, ensuring best practice for your child and ongoing professional development for our practitioners.

Nursery fees are based on the opening hours of 7.30am – 6.30pm.

We require one months’ notice in writing should you wish to reduce sessions or if you no longer require the place.

We require the first full months payment (if applicable) to secure your child’s place, this will be credited to your account and offset against your first invoice. This payment is non-refundable if we do not receive one months’ notice of no longer requiring the place.

A non-refundable registration fee of £100 is applicable to every wraparound application.

The information contained herein is effective from April 2025 and until further notice.