



## NURSERY TERMS AND CONDITIONS

Full time and part time fees are not based on attendance therefore parents are responsible for fees whether a child attends or not. This will include sick days, inset days, holidays booked, closure of the setting due to unforeseen circumstances (snow days, no water or electricity supply, COVID reasons etc.).

### ***For children receiving government funding***

The term after their third birthday children become entitled to 15 hours per week ie, 5 sessions per week. You may be eligible for 30-hour funding which is based on families meeting eligible criteria. Please visit <https://www.gov.uk/30-hours-free-childcare>. We have a limited number of full-time places, please enquire at the office.

Additional sessions (subject to availability) are charged at £6.00 per hour/£18.00 per 3-hour session/£36.00 for all day session.

Additional lunch club hour can be booked (12-1pm) daily at £6.00 per session. You can book a hot freshly cooked meal through our caterers Live Kitchen at £2.82 per meal or you are welcome to bring in a packed lunch. Please see the office for further information.

Nursery sessions can be changed on odd occasions and subject to availability on the day. However, we do ask that your 15/30 hours remain fixed each half term as we are unable to accommodate ongoing requests for session changes. Please contact the office for availability. Sessions are 9-12pm or 12-3pm. Parents may book as many sessions /days they choose, subject to availability.

Uniform requirements – whilst Nursery children do not have to wear uniform, we encourage the school red top (sweatshirt/cardigan).

### ***Invoices***

Invoices will be distributed at the beginning of each calendar month and will be due for payment within 2 weeks of date of issue. They will be for the full childcare amount for each month and can be paid in full, on Gateway.

**NB – we operate an open-door policy, if your circumstances change at any time, please talk to the office in the strictest confidence.**