

FEE POLICY

Fees

A deposit of £50.00 is paid on booking a place at the nursery. This is refundable when a child leaves, providing the 'Terms and Conditions' are met, as 4 weeks written notice is required if a child is leaving or cancelling any sessions or alternatively payment for 4 weeks full fees in lieu of notice is required.

Fees are payable monthly on 6th of every month by DD. Before your child starts with us, you will be invited to register with our Go Cardless Direct Debit scheme. Invoices are issued at the start of every month and are worked out based on the exact number of days in the month. The monthly fee structure payable by DD is calculated on the following basis:

Number of hours per week x 51 weeks of the year / 12 months

Fees are to be paid all year round with the exception of Bank Holidays when we are closed and for which there is no charge.

There are no reductions for odd days, picking up early, holidays or absence due to sickness.

Non-payment of fees

If fees remain unpaid by the specified date, a letter will be sent reminding and giving 5 working days to pay the debt in full. If the debt is left unpaid for a further 5 days, the child will be excluded from the nursery and the debt pursued via a debt collecting organisation. No exceptions can be made.

Funding/Grants

Where applicable payment for attending nursery will be accepted in the form of funding from the local Education Authority, Nursery Education Grant (NEG) and other funding /grant sources. Any hours taken above the (NEG) will be charged for.

Nursery Vouchers

We accept all recognised childcare vouchers as way of full/part payment of fees. Parents are to enquire with their employer if they offer this benefit

Tax Free Childcare

If you're a working parent you can open a Tax Free Childcare account to pay for registered childcare. The government will top-up the money you pay into the account. For every £8 you pay in, the government will add an extra £2. You can receive up to £2,000 **per child** - that's up to £500 every three months. If you have a disabled child, you can receive up to £4,000 per child - that's up to £1,000 every three months.