

### School Fees

0-3 Years of Age		
SESSION	TIME	COST PER SESSION
Breakfast Club	8.00 am – 8.45 am (includes breakfast)	£ 6.00
Morning session	8.45 am – 11.45 am	£18.00
Lunch session	11.45 am – 12.30 pm	£ 5.25 plus £2.60 lunch fee
Afternoon session	12.30 pm – 3.30 pm	£18.00
After School Club	3.30 pm – 4.00 pm	£3.50
	3.30 pm – 5.00 pm (includes tea )	£11.50

3 years plus (from term following 3 <sup>rd</sup> birthday)		
SESSION	TIME	COST PER SESSION
Breakfast Club	8.00 am – 8.45 am (includes breakfast)	£ 5.75
Morning session	8.45 am – 11.45 am	£17.25
Lunch session	11.45 am – 12.30 pm	£ 5.00 plus £2.60 lunch fee
Afternoon session	12.30 pm – 3.30 pm	£17.25
After School Club	3.30 pm – 4.00 pm	£3.25
	3.30 pm – 5.00 pm (includes tea )	£11.00

### Terms and Conditions

Please note, that in applying for a wrap-around place for your child you agree to abide by these terms and conditions.

#### **Start date & Sessions**

- A start date will be agreed between parents and Head Teacher.
- Booked session times must be adhered to. We cannot accept children before their booked time. Children must be picked up promptly. A charge will be made for the late collection of children.
- For paying parents, a minimum of 3 core sessions must be booked.

#### **Payment**

- Monthly invoices will be given to parents on the 1<sup>st</sup> of each month.
- Payment must be made in full on receipt of your invoice.  
Accounts are not permitted to be in arrears and any account not paid in full will be closed. **Any such outstanding accounts will be subject to interest and recovery costs including legal/court fees.**
- If fees are unpaid, this cancels your child's nursery place.
- Invoices can be paid using your online banking, with your child's name as the reference
- Cheques are payable to Grasmere Nursery School
- Payment can be made with Childcare Vouchers
- Notice of two months will be given for any increase in fees.
- Fees will be reviewed before each academic year in line with inflation.

#### **Emergency Closure of Nursery**

- Grasmere Nursery School cannot provide refunds to parents for emergency closure (including any due to COVID 19) as we still need to pay staff, and such events are deemed to be force majeure. We will strive to keep the nursery open wherever possible, and believe that you can take out insurance against emergency closure.

#### **Absences**

- Fees and hot lunch charges must be paid for even if your child is absent through illness or family holidays. If your child is absent for a week or more we will deduct the hot lunch fee from your invoice.
- Notification must be given as soon as possible if your child is absent. Please telephone the nursery on 01582 593426.
- If a child is deemed to be unwell, staff will contact the parent to arrange for the child to be collected from Nursery within 30 minutes.

#### **Notice of Termination of Booking or Change of Sessions**

- One calendar month's notice must be given to change or to cancel your child's Nursery sessions.
- We reserve the right to ask parents to change sessions if it is felt necessary for the needs of the child.
- 30 hour funding must be applied for. If you are eligible for this funding please apply on the Government website, and provide your 11 digit code to the Nursery School for checking. **It is the parent's responsibility to re-apply every 3 months.**
- I understand that, whatever pattern of paid sessions my child is attending, once they are eligible for government funded hours (Funded 2's or Working Parent Entitlement) the free hours will be allocated, as five 'school' mornings, five 'school' afternoons or 5 full 'school' days.

#### **Contact Information**

- Parents must inform staff of any change in circumstances regarding emergency contact numbers.
- Parents must notify staff of any changes in collection or delivery arrangements.
- Parents must notify staff of any changes in medical details. The administration of medicines must confirm to the school policy and procedures.