



FEE'S POLICY

At our nursery we believe in open communication with all parents/carers and staff and are therefore presenting this pricing policy in order to ensure that everyone fully understands our charging structure.

Our fee structure is fully inclusive of all your essential's needs including, Nappies, wipes, meals, drinking bottles.

We are open for 40 weeks of the year, term time only and are closed on school holidays.

Our fees are inclusive of any outings, celebrations or entertainment that is provided for the children throughout the year.

Deposit and Registration Fee: A deposit of £100 (FT) and £50 (P/T) will be required in order to register and confirm a place for your child. This will be refunded with the final account as long as all fees have been settled. Should your child not attend once the place has been confirmed the deposit will be **non-refundable**

Fees: Fees are payable monthly in advance in accordance with the rates in force at the time. Fees are reviewed annually, any changes to current rates will be advised in writing, at least one month in advance

Fee Structure

	AM Session 7:30 – 12:45	PM Session 12:45- 18:00	All day session 7:30-18:00
0-3 years	£30.00	£30.00	£60
3-5 years	£28.50	£28.50	£57

Illness/absence: No refund will be given in the event of a child's absence due to illness, holiday or any other reason.

Discounts: Parents sending two children to the nursery will receive a discount of 15% of the second child's fee.

Closures: Should the nursery be unable to open due to bad weather or any other unforeseen circumstance parents will be refunded for that session or have it discounted from their next invoice. Should closure need to take place part way through a session a refund will not be given in this instance.

Late pick up: Children must be collected promptly at the end of their nursery session. Any extra time for which the child is present will be charged at a rate of £10.00 per 15 minutes, we have a duty of care to our staff and also the children.

Late payments: Fees are to be paid on the 25th of every month. If the nursery fees have not been paid, initially a member of management will address the parent/carer to see if anything can be done to help and ask if there are any concerns. A letter will then be addressed to them regarding the payment scheme with a breakdown of the child's attendance since they began.

After we have given a payment scheme, if there has been no attempt to make progress, the child's place will be frozen and the debt will be referred to the legal team at New Line Learning Academy.

Prompt payment of fees is paramount to the sustainability of the Little Learners Nursery and we value families continued support.

Payment methods: Invoices can be settled by cash, cheque, bank transfer or deducted from your monthly wages. Please make cheques payable to Tiger Primary School.

ALL SAVE Vouchers Scheme; is acceptable and will be paid automatically from the company to the Nursery, this will then be deducted from your wages each month.

Early Years Free Entitlement: Your child will become eligible for 15/30 hours' free childcare the term after their third birthday. Any sessions/hours your child attends in addition to this will be charged at the nursery's current fee rate. You will be invoiced in the usual way and your invoice will state how many hours your child is receiving free and how many are being charged for. You will receive notification in advance of your child becoming eligible for the free entitlement

Cancellation of Nursery Place: If a child is leaving the nursery, One Terms notice at full pay is required and written confirmation is needed.