

TERMS & CONDITIONS

1.0 Early Years Free Entitlement ("EYFE")

Parents are responsible for providing their EYFE codes and will be required to sign a Parental Declaration at the beginning of each academic year or from the term when funding commences, detailing how and when you will take up the funded sessions. The nursery accepts no responsibility if your code is not submitted on time and no funding can be claimed.

Our charges will not be made in respect of the funded sessions detailed in the Parental Declaration, but we are entitled to make a reasonable charge for meals and services provided during any funded session. This is detailed on our Grant Funding documentation.

The allocation of EYFE places is subject to availability and is not guaranteed. 'Funded Only' place under the EYFE scheme are subject to availability and individual nurseries will decide on the number of allocated spaces.

EYFE hours cannot be used, in whole or part, when booking Extra Sessions.

2.0 Sibling Discounts

Where at least two siblings attend one of our nurseries, we offer a sibling discount that will apply to both children's Fees.

3.0 Fees

Fees for Services will be as set out in our individual nursery price list. We reserve the right to adjust the Fees annually to reflect increases in our costs of providing the Services. Four week's notice of standard fee rate adjustments will be given.

Unless otherwise agreed in writing, Fees are calculated on the basis of the weekly charge for the sessions booked, multiplied by 51 (weeks) and then divided by 12 (months) to create a fixed monthly charge. Fees for children in receipt of Grant Funding (EYFE) will be calculated in termly 4 month blocks.

All Fees are charged monthly in advance and must be paid by Standing Order, Childcare Vouchers (as provided by the UK Government) Tax Free Childcare or CCGPS on (or before) the first of the month to which they relate. If you fail to pay in full by the first of the month, using any of the payment methods above, we reserve the right to add an additional administration fee of 5% of the total outstanding amount to your account, for each month that you fail to make payment.

If any fees remain outstanding more than 21 days from the 1st of the month, we may (at our sole discretion), exclude the child from the nursery, terminate the Contract and offer the child's nursery place to another child.

For the avoidance of doubt, the Fees are payable during periods of absence including, without limitation, sickness and holidays (including Public and Bank Holidays).

Where payment is made using a voucher scheme agreed by us (including Tax Free Childcare), you must ensure that we receive appropriate funds under that scheme on or before the first day of the month to which they relate. It is your responsibility to ensure that we receive appropriate funds, and we will not liaise with your scheme provider.

Extra Sessions are charged at the usual session rate (as per the current price list).

EYFE hours cannot be used in relation to payment for Extra Sessions.

A pro-rata calculation of Fees applies when a child starts, leaves or a booking pattern changes mid-month.

Nursery opening and closing times must be observed as they form part of our Ofsted registration conditions and impact legal, contractual and wellbeing commitments to staff. We cannot provide Services before the designated opening time, and you will be refused entry to the nursery.

If you collect your child after the designated closing time, you will be liable to pay a surcharge of £10.00 for every 15 minutes, or part thereof, following the designated closing time.