



Pricing Policy

Nursery / Pre-school Fees

Fees are payable termly in advance in accordance with the rates at the time.

Prices are subject to an increase each academic year, usually the month of September.

Free early learning for three and four year olds

All three and four year olds are entitled to 15 hours of free nursery education for up to 38 weeks of the year. Free Early Years Education can be taken in sessions as shown:

Maximum of 3 morning sessions	8.30am – 11.30am
Afternoon sessions	12.30pm – 3.30pm

The table below shows when your child will become eligible for their free early learning place.

If your child is born between	They are eligible for a free place from:
1 April and 31 August	1 September following their third birthday until statutory school age
1 September and 31 December	1 January following their third birthday until statutory school age.
1 January and 31 March	1 April following their third birthday until statutory school age

We are able to provide access to free places within our Early Years department for 15 hours per week over 5 sessions. Parents will be able to choose from a number of fixed sessions for 35 weeks per year (subject to availability). If your child attends more than the 15 hours a week free nursery education or you have claimed less than 15 hours per week on the parental declaration form you will be invoiced for the additional hours at the nursery's current hourly rate as detailed on our website. Please also note the free entitlement dates for 2018/19.

Autumn Term - 13 Weeks - maximum of 65 sessions
Thursday 6th Sept to Friday 14th December 2018

Spring Term - 11 Weeks - maximum of 55 sessions
Thursday 10th January to Wednesday 3rd April 2019

Summer Term - 11 weeks - maximum of 55 sessions
Wednesday 24th April to Friday 12th July 2019

You will be invoiced in the usual way showing how many hours your child / children have received. The additional costs will be itemised so you can clearly see what you have been charged for.



Lunches / Lunch Club

Children attending a morning session are welcome to stay on for the lunch hour and will be charged at the nursery's current hourly rate as detailed on our website. There will also be a charge for the cooked lunch unless the **Bursary Department is advised in writing** that a packed lunch will be provided.

If your child attends a full day you will be charged for the lunch hour at the nursery's current hourly rate as detailed on our website. There is also a charge for the cooked lunch unless the **Bursary Department is advised in writing** that a packed lunch will be provided.

Missed Sessions

We are open for 35 weeks per year; you will be invoiced for all booked sessions during this time. Any sessions missed must be paid for as staff are booked to work on these hours / days. Missed sessions are not transferable.

Illness

Fees are not refundable due to illness.

Holidays

No reduction will be made for holidays that you take away from the nursery.

School Closure

No refunds will be made if the nursery is closed due to adverse weather.

Late Pick Ups

Late charges will apply to all parents / carers and this will be at a cost of £4.00 per half hour.

Late Payment

All invoices are issued at the start of each holiday period (Summer, Christmas and Easter) and fees should be paid on or before the start of the relevant term - three terms per academic year; Autumn, Spring and Summer. Monthly payments can be made with prior agreement with the Bursary Department. Unless agreement has been made late payment interest charges of 3% above the base rate of Barclays Bank will be added to outstanding fees at the end of each month.

Additional Costs

School trips - Uniform (starting from Nursery) - Text messaging service - £3.50 per child per year charged in September.

Registration Fee & Deposits

Registration fee – one off non refundable charge of £100.00

Deposits - £100.00 per child Teddies and Nursery - £250.00 per child from Reception

The Deposit is non refundable if the pupil fails to take up the place. The deposit will be retained until the pupil leaves the school.