



## **Finance and grant policy**

### **Policy statement**

It is the policy at Nether Green Nursery to start charging parents (of children that attend) and are registered at the setting in advance from the child's first contracted date previously agreed.

### **Procedures**

Nether Green Nursery is open from 07:45 – 18:00, 51 weeks a year

### **Sessions are charged at £25 (5-hour blocks)**

#### **Full days 7:45am – 6pm £52**

Morning sessions: Monday – Friday 7:45am – 1pm

Afternoon sessions: Monday to Friday 1pm to 6pm.

Extra sessions are available to book subject to availability and charged at the usual rate of £26 per session. All sessions booked in advance are chargeable. Bookings are entered in to the nursery management system once confirmed. The system will then automatically generate an invoice payable within seven days. Please note that only in exceptional circumstances will we be able to cancel or refund an invoice for a booked session. Any decisions regarding this would be at the discretion of the nursery owner.

### **More fee information:-**

- £50 deposit is required to secure a place (refundable against your first invoice)
- Invoices are emailed one month in advance via Parent Admin
- 5% sibling discount (please note there are no discounts for FEL hours)
- £50 full time discount
- Bank holidays are chargeable at half price
- We accept childcare vouchers
- Term time contracts available for 38 weeks of the year starting the term after your child's 3rd birthday
- 30 hours funding

We also offer an all year-round contract with a set booking pattern.

Charge of £2.50 per 5-hour session for children claiming their Free Early Learning.

We are happy to accommodate changes to your child's booking pattern subject to availability. If you no longer require booked sessions then we will require one month's written notice. Without this written notice the sessions are chargeable.

**June 2019**