

# Butterflies Montessori Nursery

## Admissions Policy

At Butterflies Montessori Nursery we accept children from the age of two to four years old.

We are open Monday to Friday during term time only.

Our hours are:

Monday: 9am - 3pm

Tuesday: 9am - 3pm

Wednesday: 9am - 3pm

Thursday: 9am - 3pm

Friday: 9am-12.00

We offer a breakfast club which is a chargeable session from 8am - 9am.

We offer two-year-old funding; universal fifteen hours funding and extended entitlement (thirty hours).

All funded sessions are in line with governments statutory guidance and local authority requirements.

Prior to a child attending the setting, parents will complete and sign a parent contract including information such as name of child, date of birth, address, emergency contact details, sessions required etc.

Fees are payable by term and if you no longer require your place then we require one month notice prior to your child's leaving date. Failure to give a month notice would result in the need for you to pay fees in lieu of notice.

Parents are welcome to speak to Michele Dann (owner and manager) about any questions and concerns they have and where possible we will work together to accommodate any changes in circumstances.

This Policy was adopted by: \_\_Michele Dann

Date: April 2023