**Fees, Funding and Charging Policy**

At Scallywags we provide accessible childcare at an affordable rate to all children. We are a registered charity, and we do not make a profit, all our income is used to support the provision of a high-quality service with highly skilled and experienced staff.

Our fees and charges

08.45 – 11.45 = £24

Lunch 11.45 - 12.30 = £5

12.30 – 3.30 = £24

Full Day = £53

* Please note fees are to be paid in advance, not arrears.
* Four weeks’ notice is required prior to leaving, otherwise four weeks’ fees will be charged in lieu.

We would appreciate payment via internet banking as all cash deposits now incur

bank charges.

When paying via internet, banking details are:

Account number: 00307410

Sort code: 30-91-58

Reference: Your child’s name

Invoicing

You will be invoiced termly, and this will be sent to you via email. The invoice will show any free funded hours you have received, paid hours and consumable charges.

Extra days

If you would like extra days or extended sessions for your child, please ask to find out if places are available. Please think ahead for when your child will be entitled to funding and let us know as soon as possible so that we can add your name to our list. Extra sessions cannot be guaranteed.

Missed sessions

You will still be charged if your child misses a session. There may be circumstances

where you will not be charged for a missed session. This is at the discretion of the

Manager.

Late or missed payments

If a payment has not been met a text message reminder will be sent to you. If

the payment is received no further action will be taken.

We do ask all our families to let us know if they are having difficulties making

payments so we can help to make other arrangements.

Funded sessions

All children are entitled to 15 hours ECC funded sessions per week from the

beginning of the term after their 3rd birthday.

You may be eligible to claim 30 hours of funding from your child being 18 months old, certain criteria will apply, and you can find out more about this on the government website

<https://www.gov.uk/apply-free-childcare-if-youre-working>

You will need to apply for the 30 hours funding and if you are eligible, you will receive a code which we will need at the pre-school. Without this code we cannot claim your funding entitlement.

Session Times for 15-hour children

Mornings only = 8.45-11.45 Afternoons only = 12.30-15.30

2 Full Days and a half day = 9.00-15.00, the half day will be as above

Session Times for 30-hour children

4 Full Days = 8.45-3.30 and Friday Morning = 8.45-11.45

**Any 15 minutes over your free Funding hours will need to be charged at £2 per 15 mins**

**(e.g. 15 hours funding, if you need your child to attend 8.45-3.30 you will be charged £6 per day)**

Early year’s pupil premium

We may also be entitled to receive additional funding if your child meets the eligibility criteria. Please add your details to the funding form if you think your child may meet the criteria as this means additional training, resources, focused intervention etc. will be available to our setting which will greatly improve the outcomes of our children in their early years. If you have any questions, please ask.

Charging for consumables

Our government funding is intended to cover the cost of delivering 15 hours or up to

30 hours of childcare a week for the 38 weeks we are open. It is not intended to cover the cost of snacks or consumables.

We have introduced voluntary consumables charge which has become necessary for our sustainability and to help maintain the quality of our provision.

We ask for £5 a week. We are very aware of the impact the additional charges may have on families, if you would like us to consider an alternative solution for you, please let us know.

This policy was adopted at a meeting of the pre-school held on ………………………..

Signed on behalf of the pre-school………………………………………………