**Schedule of fees**

**Deposit amount:** £ N/A – We do not charge a deposit or registration fee.

**Session rates for a 3 hour period:** £ 15

**Lunch hour 12 pm - 12.30 pm:** £2 please note this is to cover staff lunches and the ratio of the children over this period. If you do not wish to be charged for this hour, you will need to pick up at 12 pm and drop back at 12.30 pm once the lunch hour is finished.

**Children ages 2 yrs:** £ as above

**Children ages 3 years or more:** £ as above

**Invoices need to be paid online and will be issued half termly with Invoices.**

**Other charges-** At St. Johns Green Playgroup, we understand the financial strain of being a parent/guardian and we have no hidden fees, we do not charge a deposit, or registration fee so please can this be respected and we ask that you give us plenty of notice if you decide to leave. Once we have claimed the funding for that term we are unable to amend the claimed funds. Therefore, it is important that we know of any changes of circumstance prior to the term's start date otherwise your funding will be unrectified.

**Early arrival-** Parents are to wait outside until it is time for opening.

**Late collection-** 5 min after pick up time at 3.30 pm, fees become payable to the above account at £5.00 for every additional 15 minutes you are late.

**Late collection at 12 pm-** Ratios are different for the lunchtime hour and all staff need a break. We allocate a certain amount of children at the lunchtime period and are not prepared for any unplanned lunch sitting for that child. Therefore, there will be a charge for additional staffing at £2.

**Late payment fees-** Late payment fees - Fees need to be paid by the date shown on the invoice. A reminder statement will be sent if fees are not paid on time, this will include a late payment fee of £15. Unfortunately, if fees are still not cleared within 5 working days we reserve the right to exclude your child from the setting until the account is cleared. If you require any further information regarding financial assistance or would like to discuss any of the above information, please do not hesitate to contact the setting.