



EARLY YEARS FUNDING, FEES AND CHARGES

Opening hours:	07:30-18:30
Morning session:	08:00-12:00
Afternoon session:	13:00-17:00
Whole day:	08:00-17:00

Invoices will be issued on the first day of each month, one month in advance.

Description of fee	Amount	Comments
Early Years Funding: Working Parents Entitlement for 9 months +; 2-year-olds and Universal Entitlement – hourly charge	£0.00	Number of funded hours are by agreement with the setting and subject to a valid HMRC working parent HMRC entitlement code and completion of the parents' declaration form by the due date ahead of the funded term.
Hourly Fee	£7.50	Outside normal session hours and for extra hours on funded day attendances
Morning and afternoon sessions	£30.00	This includes all snacks and drinks
Whole day	£59.00	This includes all snacks and drinks
Holiday pay		Please see below
Sick Pay	Full payment due -----	If the child is unwell
	No payment due -----	If I am unwell
Late collection	£7.50 for the first 15 minutes, £15 for each 15-minute period thereafter.	This fee is to encourage keeping late collections to a minimum. However, in situations out of your control we are open to discussion. If late collection is an ongoing problem we can adjust the collection time.
Late Payment of fee (see Late Payment policy)	10% of the monthly invoice.	This will be added to the following months' fee.

Holiday Pay

I plan to take at least four weeks leave per year, including usually one at Easter and one at Christmas. I aim to give at least eight weeks' notice of these holiday dates and of any variation to these arrangements. I will not charge for these dates. Unused funded hours will be transferred to alternative attendance days which are not normally fully funded. If you wish to go on leave outside of these dates, I will expect full payment.

13 July 2026