



Terms and Conditions and Charges

All Saints Wise Owls is open Monday to Friday 9am to 3pm, 38 weeks of the year (during term time). We are registered to take 17 Children at any one time.

We accept children in receipt of the 2 Year Old Funding, 15 hours Universal Entitlement and the 30 hours Extended Entitlement. Parents/Carers of children in receipt of funding will be asked to complete and sign a Provider Agreement declaring the number of hours claimed at settings your child attends.

On signing your child's Registration form, you agree to the following Terms and Conditions:

- Fees and additional charges are reviewed annually within Committee Meetings. Research into charges within the local area is conducted to ensure we remain fair in our charges. Current Rates and charges from **April 2020** are:

Registration Fee of £15 is payable on registration to secure your child's place. This will be refunded in the first month to funded children.

£4.50 per hour for children aged 3-4 years

£5.00 per hour for children aged 2 years

There is an additional termly charge for Snacks and Consumables (this includes: snacks, wipes, tissues, suncream, cooking ingredients, and messy play food stuff etc). This charge is **£15 per term**. If you choose to **opt out** the following conditions apply:

1. You will need to bring in a piece of fruit each day, peeled and chopped up in a small lidded container with your child's name on including any specific dietary needs. This will need to be on a daily basis as we will not have space to store bulk or multiple items, say for the week ahead for individual children.
 2. You will need to supply the consumables listed above, again each item clearly labelled with your child's name on it.
 3. When we are doing cooking activities, we will ask you to bring the ingredients so your child can join in.
- From time to time we offer additional activities such as Forest School. These are non-compulsory and come at a cost to the pre-school. Therefore, we ask for a contribution to enable children to take part. Notice would be given in advance.
 - Pre-School **fees** are charged **monthly** in advance. Online bank payments are preferred. Payment is expected within the **invoiced month**.

- Snack and Consumables will be invoiced at the **start of the term** and payment is expected for this charge **within 4 weeks**.
- **Invoices will be emailed** and only printed on request.
- Uniform is available but not compulsory. Blue embroidered t-shirts and hoodies can be ordered for you (T-Shirt £6.00, Hoody £14.00). Please speak to Nic to place your order along with payment.
- We require you to book the same sessions each week. Additional sessions maybe requested (speak to Nic) and can be offered if the ratio allows. If you need to swap a session from one day to another, this is up to the managers discretion based on staffing and ratio. We will only consider swaps in the same week due to funding agreements and guidelines.
- A 4 week notice period of any additional holidays/absences (outside of school holidays) is required. Once this notice has been given, a 50% discount will be applied to fees (50% payment is still required to keep your child's space open for them).
- Absence due to illness will be charged at the normal rate. If, however your child is absent due to long term illness please bring this to the attention of the manager who can discuss it with you.
- We will invoice a late charge for children collected after their pickup time. This charge is £5 for every 15 minutes. Charges are necessary due to maintaining staffing levels in order to meet ratio.
- When terminating your child's place at pre-school, 4 weeks' written notice is required
- The Pre-school has the right to terminate a child's place should fees fall into arrears after 1 month.

Helpful information:

For help with childcare costs, check out: <https://www.childcarechoices.gov.uk>

To see what our Uniform looks like: <https://www.cupine.co.uk/school-uniform>

To see if your are entitled to the 30 hours free childcare (3+4 year olds) look at:

<https://www.gov.uk/30-hours-free-childcare>