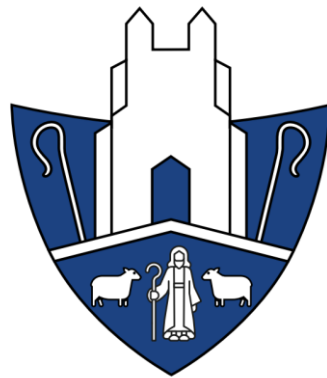


Stoke By Nayland C of E Primary School



Nursery Payment Policy

Prepared by:	<i>Headteacher</i>
Approved by:	<i>Chair of Governors</i>
Status & review cycle	Bi Annually
Date approved:	<i>January 2025</i>
Review date:	<i>January 2027</i>

Payment of nursery fees policy

Parents may apply for a place for their child to join our nursery from the day after their 3rd birthday*. We can offer mornings only, mornings and Lunch Club or full days.

Morning sessions are 9am -12pm

Mornings with Lunch Club 9am -1pm

Full days are 9am – 3.30pm

Session Fees

There are no additional fees for 15 hour, or 30 hour Government funded places. However, if parents would like their child to attend Lunch Club or attend the nursery for any additional hours, these will be charged as follows:

The term after the child turns 3 – 4 years old = £5.00 per hour (£5.40 from 1 April 2025).

From the day the child turns 3 until the start of the following term = £7.00 per hour (£7.50 from April 2025).

Once a child has been registered with our nursery, the parent will be invoiced half termly in advance for additional hours that have been booked for the child until we receive written notice of changes. A four week notice period for changes is requested. Accepting the offer of a nursery place, is also agreeing to pay for any additional hours requested.

[Please note that nappies and consumables are not included in the nursery fees].

Fees must be paid half termly in advance and by the first day of the start of the half term.

Fees remain due in the event of a child's absence, for any reason, including illness and holidays, to ensure the child's place at the nursery is maintained.

If fees are not paid, additional provision offered, other than the free entitlement, will be withdrawn until the fees have been paid.

If parents are in a state of financial hardship, then they should speak in confidence to the Headteacher or Office staff. In such exceptional circumstances a discussion to explore potential arrangements, such as a payment plan will be made.

We appreciate the understanding and co-operation of our parents and carers in adhering to this policy, which ensures the smooth operation of our nursery and the delivery of high-quality care and education for our children.

Please sign and date to say you have read and understood the payment policy above:

Signed:

Date:.....