



FEES, PRICING AND FUNDING STRUCTURE: - September 2023

At our preschool we believe in open communication with all parents/carers and staff. Our fee structure will assist everyone to understand our charging.

Opening times: We are a sessional preschool operating for 38 weeks per year, closing on bank holidays. We are open Monday to Friday from 9am to 4pm

Please Note: Our session times are fixed.

Pricing: Fees are payable termly in advance and are reviewed annually in the month of June each year. Any changes to current rates will be advised in writing, at least one term in advance. Our fees do not include any outings, celebrations or entertainment that is in addition to our usual session activities. Our fees include snacks and consumables. 4 weeks' notice in writing is required if you wish to withdraw your child's place or drop session. Refunds will only be given for any fees paid past the 4 weeks' notice period.

	<u>9am – 12:30pm</u> 3.5 hours	<u>9am – 4pm</u> 7 hours	<u>12:30pm – 4pm</u> 3.5 hours
Children aged 2	£24.15	£48.30	£24.15
Children aged 3 - 4	£21	£42	£21

Please Note: Any additional hours over and above a fixed session will be charged at £10 per hour for all ages and are only subject to availability.

Illness/absence: No refund will be given in the event of a child's absence due to illness, holiday or any other reason.

Closures: Should the pre-school be unable to open due to bad weather or any other unforeseen circumstances, parents will not be refunded for a chargeable session. Should closure need to take place part way through a session, a refund will not be given. Should the pre-school be unable to open due to bad weather or any other unforeseen circumstances, parents accessing free hours will be offered alternative hours. Should closure need to take place part way through a session parents accessing free hours will be offered alternative hours.

Late payments: Fees are to be paid within 28 days of the invoice date. If you are experiencing financial hardship please speak, in confidence, to the owner/manager so that alternative payment arrangements can be made. If without negotiation fees are not settled, we are left with no alternative but to withdraw your child's place in line with our Bad Debt Procedure. Children in receipt of Free Early Education will be able to access their funded hours only.

Late collection fee: A charge of £5 per 15 minutes will be charged for late collection.

Payment methods: Invoices can be settled by cash, credit/debit card or BACS payment. We are also registered for the on-line Government Tax Free Childcare Scheme. Please speak to the owner/manager for our bank details if you wish to pay by BACS.

Fee reviews: Fees are reviewed annual and may increase at the start of the school year.

Free Early Education (FEE) and Childcare for two, three and four year olds

Free Early Education: The Department for Education states that children must not attend a funded session for longer than 10 hours a day and access no more than two sites a day and no more than 4 providers in any one week. No session is to start before 6am or finish after 8pm.

Two year olds: Some two year olds may be eligible to receive up to 15 hours funding known as the Free for Two Scheme (FF2) which is subject to meeting certain eligibility criteria. For more information please speak to the owner/manager. Eligible date ranges are shown in the table below.

Three and four year olds (The Universal Entitlement): All children become eligible for up to 15 hours Free Early Education the term after their third birthday. Eligible date ranges are shown in the table below.

Three and four year olds of working parents (The Extended Entitlement): Some children may qualify for up to an additional 15 hours Free Early Education which is subject to meeting certain eligibility criteria. For more information please speak to the owner/manager.

To find out if you are eligible for funding for a two year old or for the extended entitlement or if you are eligible for tax free childcare please visit www.childcarechoices.gov.uk

A child is entitled for Free Early Education at the start of the term after their second (if eligible), or third birthday in line with the Department for Education table below:

Please Note: Entitlement to a Free Early Education place does not offer a guarantee of a place at any one provider or a particular pattern of delivery. Delivery patterns are subject to availability.

A child born on or between	Will become eligible for a free place from
1 st January and 31 st March	The Start of Term 5 following their second or third birthday (after April Holiday)
1 st April and 31 st August	The Start of Term 1 following their second or third birthday (after Summer Holiday)
1 st September and 31 st December	The Start of Term 3 following their second or third birthday (after Christmas/New Year Holiday)

Our delivery patterns: The following information details how your child can access their Free Early Education hours at our preschool.

Totally free Universal pattern over 38 weeks (subject to availability): Two, three and four year olds will be funded to a maximum of 15 hours per week.

	<u>1pm to 4pm</u> 3 hours of FEE
Eligible Children aged 2, 3 and 4	No charge

Chargeable Universal Pattern over 38 weeks (subject to availability): Eligible two-, three- and four-year-olds will be funded to a maximum of 15 hours per week.

	<u>9am - 12.30pm</u> 3hrs of FEE plus 30 minutes	<u>9am - 4pm</u> 6 hrs of FEE plus 1hr	<u>12.30pm - 4pm</u> 3 hrs of FEE plus 30 minutes
Eligible Children aged 2, 3 and 4	£4.50	£9	£4.50

Children accessing hours outside of their Free Early Education (FEE) will be charged at our current rates as shown in the table on page 1. You will be invoiced in the usual way showing how many funded hours your child has accessed in that period and what the additional charges are.

Totally Free Extended Pattern over 38 weeks (subject to availability): Eligible three- and four-year-olds will be funded to a maximum of 30 hours per week.

Full Day <u>10am to 4pm</u>	6 hours FEE per day over 38 weeks (term time)
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Chargeable Extended Pattern over 38 weeks (subject to availability): Eligible three- and four-year-olds will be funded to a maximum of 30 hours per week with a day rate charge.

	<u>9am-12.30pm</u> 3hrs of FEE plus 30 minutes	<u>9am-4pm</u> 6 hrs of FEE plus 1hr	<u>12.30pm-4pm</u> 3 hrs of FEE plus 30 minutes
Eligible Children aged 3 and 4	£4.50	£9	£4.50

Please Note: Any additional hours over and above a fixed session will be charged at £10 per hour for all ages and are subject to availability.

I have read and agree to Pippins Preschool's Fee, Pricing and Funding Structure

Name: _____

Signature: _____

Date: _____