

Mitcheldean Early Learners

Fees and Nursery Education Grants information sheet

It is our intention to make our setting accessible to children and families from all sections of the community.

They have access to the setting through open, fair and clearly communicated procedures. The Early Years Manager or Business Manager have current details of rates and session availability.

Fees are not charged for Staff Training days or academic school holidays and inset days

Fees are reviewed twice a year.

There are 3 terms; they fall roughly as indicated below.

September to December - January April - May to July

Notice of changes

Staff are employed on a termly basis and as such 4 weeks notice is required if your child is leaving Early Learners. If less notice is given, we still require payment for the notice period and/or nursery grants claimed.

Invoices

Fees will be invoiced at three periods in the year, September, January and April. These invoices will cover the child's regular hours. Any extra hours will be invoiced as they occur.

Fees are charged a term in advance, to allow management to employ and Rota staff appropriately.

Nursery Grants

From the term after your child turns 9 months old, eligible working parents can qualify for up to 30 hours a week funded childcare. As we take children from 2 years old that means if you have your child's eligibility confirmed before the end of term before they turn 2 years old they can have funded hours from their second birthday (the cut off dates for confirming eligibility are 31st March, 31st August and 31st December). Parents will be able to check their eligibility on www.beststartinlife.gov.uk and submit an online application. If you are not eligible through the working family entitlement, you may qualify for another type of grant for 2 year olds. Please ask us for more details, apply via www.beststartinlife.gov.uk or contact the Family Information Service at Glos County Council- email familyinfo@gloucestershire.gov.uk to see if you qualify. Children aged three and four automatically have 15 hours free childcare a week from the term after their 3rd Birthday and some families are eligible for up to 30 hours a week. Parents will be able to check their eligibility on www.beststartinlife.gov.uk and submit an online application. If eligible, parents will receive an eligibility code to send to Early Learners. We will then check the code with the local authority. If eligible, parents can book their 30 hours place dependant on current availability.

The Nursery grant will be used to give children their entitled free hours. If your child attends more hours than the grant hours they receive we will allocate the free hours and then charge at the current hourly rate for the rest of the hours not covered under the free entitlement.

Tax free childcare – is a government scheme to support working parents with childcare costs. If eligible, you can get up to £2000 per child per year, or £4000 for disabled children. Parents can apply via www.beststartinlife.gov.uk

How do I claim the funding? - Claiming the funding is simple. Early Learners will be able to tell you when your child qualifies and what you need to do. The funding will be paid directly to Early Learners.

Fees unpaid and arrears

We hope you will appreciate that we are unable to allow fees to slip into arrears. Failure to pay the fees on time will result in the loss of your child's place.

Any fees unpaid after the end of the relevant term will be charged at £1 a session/week.

If fees are outstanding as at the end of the term, and if no payment is made within 14 days (or a repayment program agreed) the nursery will refuse the entry of that child to nursery and start debt collection procedures.

Any fees unpaid by the end of term, without an agreed repayment program, will result in debt collection, and any expense this incurs will be added to fees.

Fees during Absence

If your child is absent from the nursery during term time due to sickness or holiday the full fee must be paid for the place. In exceptional circumstances, e.g. hospital admittance, arrangements will be made to reduce fees to a holding amount only.

Nursery Holidays and Closures. We are open for 38 weeks per year. The holidays are fixed and fall within the local school holidays at Christmas, Easter, and Whitsun and in the summer.

We will notify you each September. During the year Mitcheldean Endowed Primary will close for 5 in-service training days, and we will close on these days as well. You will be given advance notice of these closures. Fees are not charged for these days. In extreme circumstances nurseries may be closed at short notice due to floods, staff shortages, failure of services, natural disasters, terrorist attacks etc.

What is nursery education? - Children receiving nursery education will be working towards the Early Years Foundation Stage. The Foundation Stage is about learning through play and aims to promote children's development, wellbeing and interest in learning. It is the first stage of the National Curriculum. Children follow the Foundation Stage until the end of their reception year at infant or primary school. Any childcare or nursery education provider approved to deliver nursery education under the Nursery Education Funding scheme. This could be a day nursery, playgroup, early years centre, school-based group or a childminder approved to offer nursery education. If you would like help in finding an approved nursery education provider, phone the Family Information Service at Gloucestershire County Council. www.glofamiliedirectory.org.uk