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## Charging and Payments Policy September 2024

### Rationale

To inform parents about charges that may be made within the setting.

### Introduction

- Eligible 2 year olds are entitled to 15 hours of free nursery education
- Non eligible 2 year olds can access places, where available, for a fee
- All 3 & 4 year olds are entitled to 15 hours of free nursery education
- Eligible 3 & 4 year olds are entitled to 30 hours of free nursery education
- Non eligible 3 & 4 year olds can access 30 hour places, where available, for a fee

### Voluntary contributions

Sometimes we ask for voluntary contributions to enhance nursery activities. For example when we take children out on educational visits we may invite parents to contribute to the cost. We encourage parents to make a small weekly donation towards the cost of snack time. All contributions are voluntary.

### Fee Payers

Where we have capacity we accept fee paying children into the nursery, see our statement of charges for current costs.

### Late collection charges

We acknowledge that Late Collection can have an adverse impact on the child and will endeavour to support the family to resolve any underlying reasons. However, should this be persistent, after 3 unresolved occasions, a collection charge may be enforced:

- £5.00 for any part of the first 10 minutes after the agreed pick up time has elapsed.
- The charge will rise to £10.00 for every 15 minutes, whole or part, thereafter.

For example, if the pick-up time is 12.00pm and the child is collected at 12.05pm the charge is £5.00, if the child is collected at 12.15pm the charge would rise to £15.00. This will be explained and agreed on the admission form.

Policy reviewed July 2024