

## Little Blossoms Schedule of Fees

<b>Under 2's - 1:3 ratio</b>	<b>Seedlings and Upper Seedlings</b>
<b>Full Day (8am-6pm)</b>	£56.00
<b>School Day (9am-3pm)</b>	£42.00
<b>Half Day (8-1 or 1-6)</b>	£35.50
<b>Extra Hour</b>	£7.00 per hour

<b>2-3 Years - 1:4 ratio</b>	<b>Saplings</b>
<b>Full Day (8am-6pm)</b>	£54.00
<b>School Day (9am-3pm)</b>	£41.50
<b>Half Day (8-1 or 1-6)</b>	£35.00
<b>Extra Hour</b>	£7.00 per hour

**September 2017** – 15 Funded hours for 2 year olds is available for eligible families. The only extra charge will be for a hot lunch and pudding at £2.50 per day. Hours can be taken flexibly over a minimum of 2 days. Whilst we always aim to offer continuity of care for your children, when your child reaches the age of 3 we will do our best to match the exact attendance pattern however this cannot be guaranteed.

<b>3-5 Years - 1:8 ratio</b>	<b>Pippins Apples and Pippins Pears</b>
<b>Full Day (8am-6pm)</b>	£50.00
<b>School Day (9am-3pm)</b>	£40.00
<b>Half Day (8-1 or 1-6)</b>	£33.50
<b>Extra Hour</b>	£7.00 per hour

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<b>After School - 1:10 ratio</b>	<b>Orchard Explorers After-School Club</b>
<b>Pick up (From 3pm- Session finishes at 6pm) Includes cooked tea</b>	£13.50

Currently we collect from the following schools:

- Upton Primary
- Hanley Swan
- Castlemorton
- The Wyche
- Malvern Wells

<b>Holiday Club - 1:10 ratio</b>	<b>Orchard Explorers Holiday Club</b>
<b>Full Day (8am-6pm)</b>	£30.00
<b>School Day (9am-3pm)</b>	£23.00
<b>AM Half Day 8-1</b>	£17.50
<b>PM Half Day 1-6</b>	£15.00

**Please note:** Children cannot join the Holiday Club until they have started in reception at School.

## **Flexible Funding**

*At the age of 3 years your child is eligible for 570 hours of funded education which we offer flexibly as an enhanced offer for 38 weeks. Government funding is intended to cover the cost to deliver 15 or 30 hours a week of high quality and flexible child care. It is not intended to cover the cost of meals, consumables, additional hours and additional services.*

Our various sessions are shown in the table below and where parents choose to access an enhanced offer, over and above the basic government funded provision, there is an additional charge that covers these additional services. These services include, but are not limited to snacks, lunches, high teas, Forest School, Multi-Skills sessions and other such specific activities. You are not obliged to take up these additional services and you can access your funded only hours at NIL COST over the 38 weeks between the hours of 1pm and 4pm. Any additional hours outside our funded delivery are charged for but if you are attending all year round then we ensure your funded entitlement is accounted for in hours on your invoice.

<b>3-5 Years - 1:8 ratio</b>	<b>Pippins – Term Time Only and Spread Option</b>	
<b><u>Enhanced Flexible funded sessions</u></b>		
<i>Session times include lunch and high tea where applicable and enhanced resources.</i>		
<b>15 Funded hours</b> <i>For 38 weeks</i>	<i>8am–6pm – 10hr Day + 8am–1pm – 5hr Day</i>	<i>£21.40 per week</i>
<b>15 Funded hours</b> <i>For 51 weeks</i>	<i>8am–6pm – 10hr Day + 8am–1pm – 5hr Day</i>	<i>£37.23 per week</i>
<b>12 Funded hours</b> <i>For 38 weeks</i>	<i>9am–3pm – 6hr day x 2</i>	<i>£30.32 per week</i>
<b>12 Funded hours</b> <i>For 51 weeks</i>	<i>9am–3pm – 6hr day x 2</i>	<i>£42.98 per week</i>
<b>30 Funded hours</b> <i>For 38 weeks</i>	<i>8am–6pm x 3 9am–3pm x 5</i>	<i>£25.80 per week £75.80 per week</i>
<b>30 Funded hours</b> <i>For 51 weeks</i>	<i>8am–6pm x 3 9am–3pm x 5</i>	<i>£57.46 per week £107.46 per week</i>
<b>FUNDED ONLY SESSIONS</b>		
<b>15 Funded hours</b> <i>For 38 weeks</i>	<i>1pm–4pm – 3hrs per day Over 5 days 5 of these places available for each 15 hours term time place provided</i>	<i>NIL COST</i>
<b>30 Funded hours</b> <i>For 51 weeks</i>	<i>1pm–5.30pm – 4.5hrs per day Over 5 days 5 of these places available for each 30 hours term time place provided</i>	<i>NIL COST</i>

If you are accessing your funding only during the 38 weeks but want to attend for 51 weeks then any sessions outside of school term will be charged at the full Pippins prices.

In order to claim funding then parents must complete the combined Little Blossoms and Local Authority Funding Agreement.

# Fee Terms & Conditions

Effective from 1<sup>st</sup> September 2017



## Registration Fees

**£50** per Nursery child

**£25** per After-School Club Child

Payment of your Registration Fee guarantees your place and entitles you to our programme of Settling Visits as per our Settling in Policy. We always recommend children attend two settling visits as a minimum to allow them to familiarise themselves with their carers and surroundings, one for After-School.

## Fees

Nursery fees are payable for either 38 or 51 weeks of the year, excluding bank holidays, which includes up to 1 training day closure and during all times the Clubs are open even where the school closes e.g. due to inclement weather. As above we do not charge for Bank Holidays of course, but we do not refund fee's if your child does not attend on their normal day. We will not charge fees if we close due to inclement weather. One month's notice of leaving is required or one months fees in lieu of notice, and for children receiving grant funding one term's notice is required, as per the Local authority requirements. Children who move settings after the 3<sup>rd</sup> week of term will lose any remaining funded hours.

## Allocation of Places

Places are allocated on the following basis: Siblings of existing children; Waiting List children; First come, first served.

## Snacks, Lunch & Refreshments

Breakfast (in Seedlings only), mid-morning and afternoon snacks and refreshments are included within the daily fees. Hot Lunches and Puddings, high-tea's are included where indicated.

## Additional Hours

Where additional hours are required these may be booked at the various rates for departments included above in the Schedule of Fees above, a minimum of 1 hour is charged.

## Late Collection/Non-booked hours

Where you are late in collecting your child from any session and you have not pre-booked additional hours then a fee of £5.00 per 5 minutes will be charged.

## Invoicing

Invoices are calculated each month based on these prices and then emailed to parents. It is your responsibility to inform us if an invoice has not been received.

## Late Fees Charge

All fees are due by the 1<sup>st</sup> of every month. Where fees are not paid on time a **Late Payment Charge** of 10% of fees per child per month will be applied. This is detailed further in the Admission Form & Parental Agreement. We pursue any debts with a strict policy that may result in exclusion if payments are not made on time.

*Subject to our General Terms & Conditions as laid out in our Admission Form & Parental Agreement, a copy of which is below.*

*Terms & Condition are subject to change without prior notice.*

# Parental Agreement Copy



1. Late collection of your child will incur charges according to the prevailing fee schedule.
2. I agree to give a minimum of one month's notice, or one month's fees in lieu of notice if, for any reason, my child is to leave the setting, and one terms notice if in receipt of grant funding. I understand that under special circumstances the Company director can waive this notice period.
3. I understand that fees are due in cases of illness or other absences from Nursery/Club and are charged for 51 wks (including a staff training day) with the exception of Bank Holidays and a Christmas Week Closure where fees are not chargeable.
4. I agree to pay Nursery Fees and Out of School Club Fees monthly or as and when they are incurred. I understand that the Nursery Registration Fee of £50 (non-refundable) entitles me to a series of settling visits and the Club Registration Fee of £25 entitles me to one settling visit. I further agree to pay for cheques being returned unpaid (£6 first one, £10 thereafter) and to pay any and all Administration and Legal costs for recovery of outstanding monies, including debt collection fees and tracing fees if necessary. I understand and agree to pay a Late Payment Charge of 10% of total monthly fees per child if payment is received more than 5 days late. I understand that persistent late or non-payment may result in the immediate loss of my child's place.
5. The setting reserves the right to increase the said fees at any time upon giving one calendar month's written notice of the proposed increase to the parent/guardian.
6. I understand that my child will not be admitted to Nursery (and will be separated from others in Club when collected from school) if s/he is not well, I agree to keep them off for 48 hours from outbreaks of sickness and diarrhoea and I agree to collect my child promptly when requested to do so. Please refer to minimum exclusions chart for other illnesses and their exclusion period.
7. I understand that my child's records will be held on a computerised database and that this is protected by the Data Protection Act 1984 & 1998 and that they will be used for no other purpose than company business. I understand that if I require a copy of this personal information I must make a request in writing. I agree to be contacted via email for the purposes of nursery or out of school club business.
8. I understand that the Safeguarding Vulnerable Groups Act 2006 places a duty on the staff to follow specific child protection procedures should any concerns be made and that there is a Safeguarding Children Policy available for me to view at any time.
9. If in the reasonable opinion of the setting manager or person of similar standing or authority it is considered that the continued presence of the child referred to herein is detrimental to the health, safety or well being of the child or other children in the setting or the setting practitioners or other staff so employed then the setting may serve notice to the parent/guardians or a request for the child to be immediately removed from the setting and the provision of one month's notice shall not apply.
10. Non -solicitation of staff
  - a. The parent/guardian of the child who is subject to this Registration Form, hereby agrees that during the term of this agreement and for the period of six months after its termination (howsoever terminated) that (s)he will not seek to employ, entice away or attempt to entice away from the employment of Little Blossoms Nursery ('the Company') any person or persons employed by the Company at the date of termination of this agreement or any person or persons who were employed by the Company in the six months preceding the date of termination of the agreement.
  - b. If the parent/guardian shall breach clause 10(a) then (s)he shall indemnify the Company fully in respect of all and any costs, claims, damages and expenses incurred by the Company as a result of the aforementioned breach to include the cost of replacing the relevant member of staff to include, but not limited to agency fees, advertising costs, management time in interviewing and all such other costs reasonably and necessarily incurred by the Company in replacing the member of staff together with all legal fees and disbursements.
11. Acceptances
  - a. The above terms and conditions are considered to be fair and reasonable. In the event of any term found by a Court of Law to be unreasonable then the clause shall be removed but the agreement shall remain in full force and effect.
  - b. The parent/guardian has read and understands the Terms and Conditions contained and undertakes to be bound by the same.

This agreement must be signed by all persons with Parental Responsibility and/or those who are accepting responsibility for paying fees. Your childcare may only commence once payment of the first invoice, or a minimum of one month's fees has been made.

**I have read and understood the Parental Agreement and I agree to be bound by it and any other relevant booking terms and conditions that are issued from time to time.**

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*Parent/ Guardian Sign:*

*Date:*