Fees and Admissions Policy

Date of Policy: March 2019 Responsibility: Kallie Barrington-Light Review Date: March 2020

As an Ofsted registered Childminder I am restricted to the number and ages of children that I can care for at any one time. As part of my Ofsted registration I am able to care for 6 children under the age of eight years old, 3 of which can be under five years old and 1 of these can be under one year old.

I am happy to take on any baby/child within my registered numbers and will not discriminate against children or their families for reasons such as race, religion, sex or ability.

I drop off and collect from North Petherton Primary School.

All children will be welcomed into my home and I will encourage the other children in my care to support me with this.

I will request a four-week settling in period on our contract, so if you, your child or I am not happy with the arrangement it can be terminated easily. When taking on additional children I must take into consideration the children already in my care who are happy and settled.

My opening hours are as follows; Monday– Friday 7.30am – 6.00 pm, term time and school holidays.

Fees

£3.95 Per hour
£4.30 Before school / breakfast club
£ 8.50 After school
A weekly menu can be supplied on request.

Payment

Fees are payable one month in advance. Invoices will be sent out on the 20th of each month and are to be paid by the 30th . *Please note* if paying by childcare vouchers these need to be paid by the 25th allowing 5 working days to clear.

Late Payment

If payment has not been received by the 30th A reminder will be sent out on the first of the month. You will then have 5 days to make payment before a late payment fee of £25 will be added to your account.

Persistent Non-payment will result in your child's place being withdrawn and regrettably a small claims county court judgment being made against you.

Sickness

We do not charge if we are unable to take your child/ren due to sickness.

All absences will be charged at normal rate unless 4 weeks written notice is given.

**Opening Times**

 **O7.30 – 18.00**

Before School 07.30 – 08.45
After School 15.15 – 18.00

**Childcare Vouchers**

I am currently registered with Sodexo, Edenred, Kiddi vouchers, Perk Up, Care-4, Busybees childcare choices and the Salary Exchange

**Childcare and Early Education Funding.**

I offer the following ; the universal entitlement for all 3 and 4 year olds, the extended entitlemst for eligible 3 and 4 year olds with workimg parents and the 2 year old entitlement. Please see my funding policy.

**Closing times**

1 Week at Easter

2 Weeks in August

2 Weeks at Christmas

Closed on ALL bank Holidays