

JANICE LILEY – CHILDMINDER

CHARGING POLICY

Ofsted Registration Number: 502237

This charging policy forms part of the Childcare Contract and should be read and discussed with the Parent(s) when the Contract Forms are completed.

Rates and Hours

My hourly rate is £6.00.

My opening times are Monday to Friday 7.30am to 6.00pm

My setting is open 45 weeks of the year. I take 7 weeks holiday each year, always out of Term Time in order to fit in with the children.

Parents are given at least 6 months Notice of my holidays.

Billing Arrangements

Parents will receive an invoice when Childcare Fees are due and Parents who are claiming Early Years funding will receive a monthly breakdown of how their funded hours are going to be used, together with any additional hours that may be owed and are being charged for.

Childcare for under Fives

I offer funded spaces for:

Under 2 years of age	-	Eligibility code required
2 year olds	-	Eligibility code required
2 year olds in receipt of additional funding	-	No eligibility code needed, I will confirm
3 – 4 year olds (30 hours)	-	Eligibility code required
3 – 4 year olds (15 hours universal)	-	No eligibility code needed, I will confirm

The funded spaces are Term Time only and if Parents need cover during School Holidays there may be additional charge. (Funding options to be discussed on initial visit).

Consumables Charges

Government Funding is not intended to cover the cost of additional services such as Outings. I do provide food but Parents will be given the option to provide their own. Parents are also required to provide sundry items such as Nappies, Suncream and a Change of Clothes. I also request a small optional donation in respect of certain Outings.

Absences

Full charges apply if a child is absent due to Child/Parent illness, occasional days off or holidays taken during Term Time.

Closures due to sickness or holidays

There is no charge when I am on holiday or if I am off sick. Parents can request to transfer any lost Early Education funding to another day during the week. I will do my best to accommodate their requests, subject to operating within approved ratios.

Changing needs of parents

Where possible I will be flexible in accommodating the changing requirements of Parents if hours or days need to be changed, subject to operating within approved ratios.

Termination of the contract

4 weeks written Notice is required to terminate the Contract by either party.

This Policy will be reviewed each year, with Parents being notified of any adjustments, or if I propose increasing my hourly rate