

Jo's Childminding Service

Joanne Thompson

4 Woodville Road. West Denton Hall, Newcastle upon Tyne. NE15 7JZ

CHARGING POLICY

Opening Hours

Weekdays 8am – 6pm

Weekends – 8am – 6pm

Non Funded Charges

Week days - All ages - £5.50 per hour (Minimum of 5 hours each day is required)

Weekend days – All ages - £7 per hour (Minimum of 5 hours each day is required)

Extra hours required before 8am or after 6pm will be charged at £7 per hour on weekdays & £10 per hour weekends.

Late payment fees will be charged at £2.50 every 15 minutes if a child is not collected at the agreed, contracted time.

Full fees will be charged for Child/Parent holidays & sickness Leave.

No fees will be charged for my holidays or sickness leave.

Full fees are charged for Public Holidays. Double fees charged if childcare required.

Invoices will be sent out at the beginning of each month. Payment is required 1 month in advance & is to be paid within 7 days of receiving it.

Parents are asked to provide meals, nappies & wipes. If parents chose for me to provide these a charge will apply.

No charges for weekly activities or outings. However, I may ask for a voluntary contribution towards high cost outings or expensive activities.

Funded Hours Charges

I accept all children from the ages of 9 months to 4 years who are eligible for 15 hours or 30 hours Government Funded childcare.

Parents are required to provide their working parent childcare code before childcare commences & it is the parents responsibility to update this code every 3 months. If a code has expired, then full childcare fees will be expected to be paid by parents.

For universal 3 to 4 year funding, and for 2 year olds who may be receiving additional support (both 15 hours) – eligibility will be confirmed by myself.

Funded hours are to be used between 8am – 6pm week days only. Any further hours required by parents are to be charged at my hourly rates.

Child/Parent Holidays/sick leave hours will not be reimbursed or banked.

Due to my holidays/sick leave hours will be banked & will be offered at a later, agreed time.

Full fees are charged for Public Holidays. Double fees charged if childcare required.

Funded hours cannot be used on public holiday days.

Parents are asked to provide meals, nappies & wipes. If parents chose for me to provide these a charge will apply.

No charges for weekly activities or outings. However, I may ask for a voluntary contribution towards high cost outings or expensive activities.

Parents are notified at the start of their contract if there is a difference in the hourly amount paid by the Government & the amount of my private hourly rate for 3 – 4 year olds. I explain that they can pay a voluntary payment to cover the short fall in fees if they chose to.

Invoices will be sent out at the beginning of each month clearly showing free funded hours & any extra chargeable hours. Payment is required 1 month in advance & is to be paid within 7 days of receiving it.

Tax free childcare payments are accepted.

I accept payments through third party payment schemes (University Childcare Grants etc).