

## **Fees Policy**

At Lynne's Childcare, I aim to provide a high quality, flexible childcare service that meets the needs of families in a fair and transparent way. This policy outlines my current fees and payment arrangements.

All Government Funded Childcare for children ages 9 months to 5 years are accepted.

### **For Government Funded Childcare:**

Working parents eligible for 30 hours must apply via <https://www.beststartinlife.gov.uk/eligibility-checker> before the deadline for the term their child reaches the eligible age and must keep their code valid every 3 months.

All 3- & 4-year-olds receive 15 hours Government Funded Childcare no matter of their families' circumstances

Some 2-year-olds whose families are in receipt of additional support may also be entitled to 15 hours but would need eligibility confirmed by myself.

### **My Opening Hours:**

7.00am – 7.00pm Days and hours are offered based on the families' requirements, depending on availability.

If all funding is used and additional hours are required, these will be charged at my non funded rates detailed below.

### **Fees:**

Hourly rate: £6.00 per hour

No deposit required

All charges are inclusive of all snacks, drinks, and all planned activities throughout the day including resources used.

Baby Formula if required must be provided by the parent/guardian.

Nappies, nappy cream and wipes must be provided by the parent/guardian.

Parent/Guardian can provide their own food and snacks if they wish, however this does not reduce the daily rate.

**Payment Information:**

Fees are payable in advance for the week/month ahead.

When a child starts, the total annual fee will be calculated based on attendance from September to August. This total will then be divided equally across twelve months so that the payment amount remains the same each month.

Payments can be made by Bank Transfer or cash.

A receipt will be provided for all payments upon request.

**Additional Charges:**

Extra hours beyond the agreed schedule will be charged at the hourly rate.

Holidays and Absences:

Fees are payable for the child's absence, including sickness and holidays, as the childcare place is kept open for your child.

Parents will be given at least four weeks' notice of planned holidays.

**Notice Period:**

A four-week written notice period is required to end the childcare agreement by either party.

Fees are payable during the notice period, whether the child attends or not.

**Review of Fees:**

Fees are reviewed annually, and parents will receive at least four weeks' notice of any changes