 Barleymont Fairlop Montessori Nursery

**FEES AND FUNDING POLICY**

Nursery Fees are payable for all children who are registered to attend the Nursery.

Our Nursery fees are calculated in days: Full days: Under 2 years = £51.00 per days and £255.00 per week; Over 2 years Olds £49.00 per day and £245.00 per week. Half Day: Under 2 years = £25.50 per half day, £127.50 per week; Over 2 years Olds = £24.50 per half day and £122.50 per week.

* The Nursery fees are payable for those children who are either not yet in receipt of the Nursery Education Grant or require more than their entitlement.
* Fees remain due in the event of your child's absence, for any reason, as our running costs remain the same.

FUNDING FOR 2 YEAR OLDS is now available the term after their 2nd birthday if your child is eligible and meet the criteria for this for further information please contact Family Information Direct – FIND on 08005877500.

**Nursery Education Grant (NEG)**

The NEG is for 15 hours per week, for 38 weeks of the year, and is applicable for your child from the term following their 3rd birthday so:

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| **A child born on or between** | **Will become eligible for a free place from** |
| 1 April and 31 August | 1 September following their third birthday |
| 1 September and 31 December | 1 January following their third birthday |
| 1 January and 31 March | 1 April following their third birthday |

**What the fees cover:**

Nursery fees are inclusive of food and cow’s milk. SMA Milk and other formula milks, nappies, wipes and creams are not included in the fees and should be provided by the parents or carers according to the child’s needs.

**Payment Terms**

* Fees must be paid either weekly or monthly
* Weekly payment – the weekly amount shown on the fees invoice is payable every week.
* Monthly – the monthly amount shown on the fees invoice is payable by the specified date which will be within the first 10 days of every new month.
* If fees have not been received by this date, a reminder letter will be sent requesting payment within 1 week.
* If fees are not received by the second date, a second reminder will be sent requesting payment within a further week and a fee of £5 will be charged to cover admin.
* Fees remain due in the event of your child's absence, for any reason, as our running costs remain the same.
* If fees are not paid, all additional services offered, other than the free entitlement, will be withdrawn until the fees have been paid.

In cases of prolonged absence e.g. through illness, parents should consult the Manager/Supervisor.

**Review Date: April 2018**

**To Be Reviewed By: Company Director / Setting Manager**