

**HEMPSTEAD PAVILION PLAYGROUP
SCHEDULE OF FEES 2024-2025**

NON-FUNDED CHILDREN

| SESSION | TIME | COST |
|--|---------------|--------|
| Early Starter | 08:30 – 09:00 | £4.75 |
| AM | 09:00 – 12:00 | £16.25 |
| PM | 12:30 – 15:30 | £16.25 |
| Lunch Club (Lunch supplied by parents) | 12:00 – 12:30 | £4.75 |

See note for sustainability charge

CHILDREN ELIGIBLE FOR FUNDING

| SESSION | TIME | COST |
|--|---------------|-----------|
| Early Starter | 08:30 – 09:00 | £4.75 |
| AM | 09:00 – 12:00 | FUNDED ** |
| PM | 12:30 – 15:30 | FUNDED ** |
| Lunch Club (Lunch supplied by parents) | 12:00 – 12:30 | £4.75 |

up to 5 sessions for 15 hours funding/ up to 10 for 30 hour funding

See note for sustainability charge

SUSTAINABILITY CHARGE - FUNDED AND NON FUNDED

| | |
|---|--------------------------|
| Payable by everyone PER SESSION AM & PM (see note) | £2.00 per session |
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IMPORTANT INFORMATION

INVOICES

Invoices are raised monthly and sent by email 2 weeks before the due date. Invoices are payable in advance on 1st of the month. Our payment terms are strictly 14 days.

There is a late payment charge of £25.00 weekly charge (automatically charge after 14 days), this is to cover the additional admin costs associated with collecting late payments.

MISSED/CANCELLED SESSIONS

Any sessions missed due to illness/holiday/school taster days/Unforeseen closures, cannot be carried over or swapped due to the timetabling of staff and ratio levels all sessions missed/cancelled are still chargeable at the full amount – No refunds will be given

SUTAINABILITY CHARGE

The funding we receive from the government, claimed on your behalf goes towards paying the wages of the dedicated team of high quality practitioners at our setting. The sustainability charges covers the cost of (but not limited to); Snack at each session, supplement wages cost of additional staff for field trips, we always staff above ratio so we have plenty of staff to give a loving and caring environment, increase cost of gas and electric, many different resources supplied above what is expected by funding e.g. cooking materials, father's and mother's day, Xmas crafts, Xmas parties, leavers parties. Online Tapestry Journal, butterfly experience, sun cream. The list is endless but these are some of the additional items that means our setting can stand out from the rest.

Funding

Funding can only be claimed in blocks of 3 hours and 6 hours between the hours of 09:00 and 15:30. If your child stays all day (09:00-15:30) then the extra ½ hour will show as a lunch time charge on your invoice

Late collection

In the event of the late collection of your child, we reserve the right to charge £10 for each additional 15 minutes

Review:

This policy is review annually on 1st September. However, we reserve the right to review this policy at any time, if we are financially required to remain viable, we will give one months' notice of any changes made.