

HEMPSTEAD PAVILION PLAYGROUP
SCHEDULE OF FEES 2025-2026

NON-FUNDED CHILDREN		
SESSION	TIME	COST
Early Starter (includes breakfast)	08:30 – 09:00	£5.00
AM	09:00 – 12:00	£17.00
PM	12:30 – 15:30	£17.00
Lunch Club (Lunch supplied by parents)	12:00 – 12:30	£5.00

See note for Quality Supplement Charge

CHILDREN ELIGIBLE FOR FUNDING		
SESSION	TIME	COST
Early Starter (includes breakfast)	08:30 – 09:00	£5.00
AM	09:00 – 12:00	FUNDED **
PM	12:30 – 15:30	FUNDED **
Lunch Club (Lunch supplied by parents)	12:00 – 12:30	£5.00

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

See note for Quality Supplement charge

QUALITY SUPPLEMENT CHARGE - FUNDED AND NON FUNDED (as per terms and conditions)	
Payable by everyone PER SESSION AM & PM (see note)	£2.50 per session

IMPORTANT INFORMATION	
INVOICES	
Invoices are raised monthly and sent by email (from Tapestry) 2 weeks before the due date. Invoices are payable in advance on 1 st 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	
Funding	
Funding can only be claimed in blocks of 3 hours and 6 hours between the hours of 09:00 and 15:30.	
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 1 st 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.	

QUALITY SUPPLEMENT CHARGE

All early years settings receive different hourly funding rates by the council. Our funding rate is one of the lowest in the Medway towns due to the postcodes of the children attending (some settings receive over 70p per hour, per child, more than we do). The new funding that the government has started has a higher funding rate for 9 month – 2 years olds, which we do not take, settings that do can offset the higher rate against the extremely lower rate offered for 3 – 4 year olds. This obviously, puts additional financial pressure on us.

This year has seen the closure of so many settings, mostly term time only. Our setting is now 95% funded by the government, which is fantastic news for parents but unfortunately leaves us critically underfunded. Along with the 25% increase we have received for the lease on the building, the minimum wage increase and the dreaded increase in national insurance costs and pensions, every setting is having to find ways to stay financially viable.

Term time only settings usually come back in September with lower numbers, building up gradually over the year. I always keep my staffing levels the same. My exceptional staff, who I wish I could afford to pay more, deserve consistency in their hours and pay. Therefore the Quality Supplement I charge covers the cost of low numbers and the retainment (hopefully) of my high quality staff. It also ensures that I can be as flexible as possible with parents and their sessions by guaranteeing that staffing levels are available when parents wish to increase hours. Without this charge we WILL close our doors because we will not be financially viable. The cost also covers Christmas Parties, Termly tea and coffee sessions and outstanding activities not required by the EYFS. We will NEVER leave a child out.

Many settings are increasing their daily fees by over 10%. I have tried to keep mine as low as possible at just under 7% on the cost of a full day. Without our Quality Supplement charge, which is very small compared to other setting, we WILL close our doors because I will not be able to remain financially viable.

I could breakdown more costs for the suncream, snack, additional visits etc., but I am not going to do this. We need your help to keep offering the fantastic, as flexible as we can be (term time only), service that we do. I will always keep my fees as low as possible and even though we get of the lowest funding rate in Medway, we are one of the settings with the lowest fees.

Example of costs and savings:

Kayla attends Monday to Friday 9am – 3.30pm, She receives **30 hours** of government funding.

Cost for attending using the government funding is £10 per day, £50 per week, £1,900 a year (38 weeks)

Without the government funding the cost for Kayla would be £8,360 per year (38 weeks)

Saving of £6,460 a year!!!

Ciara attends Monday to Friday 9am – 12pm, she receives 15 hours of Government funding.

Cost for attending using the government funding is £2.50 per day, £12.50 per week, £475 a year (38 weeks)

Without the government funding the cost for Ciara would be £3,230

Saving of £2,755 a year!!!