



Leading Strings Preschool

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Fees, Funding & Opening Times Information – Sept. 2017

From Sept 2014 our opening times will be 9.00a.m – 3.00p.m

Sessions Available will be:

9.00 – 3.00 (6hrs)	£44
9.00 – 12.00 (3hrs)	£22
12.00 – 3.00 (3hrs)	£22

Late Fees Policy – We have a Late Fees Policy in place to ensure fees are paid promptly. Parents/carers will be expected to sign to acknowledge their understanding and agreement with this.

- These sessions are £22 for 3 hours.
- Please note: ‘changing’ or ‘making-up’ missed sessions due to absences or unforeseen circumstances is not permitted.
- Fees are payable 4 or 5 weekly in advance and are non-refundable or deductible for absences (illness, Bank Holidays, personal holidays or INSET days).
- Fees are still payable for unforeseen circumstances. E.g. severe weather conditions (snow & flooding) and building problems (heating and plumbing failure.)

Lateness – Fees for late collection of children will be charged at **£10 for first fifteen minutes** and **£5 per every additional 5 minutes.**

Funding - The “FREE ENTITLEMENT” from the Government is for all children from the terms following their 3rd Birthdays. It is for 38 weeks a year and all children are entitled to up to 15 hours of “FREE ENTITLEMENT” a week. (Subject to availability.)

“**FREE ENTITLEMENT**” may be claimed, for example for 2 sessions per day (2 days of 6 hours each plus 1 day of 3 hours: 15 hours; or 5 days of 3 hours each: 15 hours etc.)

“**FREE ENTITLEMENT**” will be claimed pro-rata for your child. For example, if they attend 3x3hr sessions per week, 9 hours of funding will be claimed/ 2x3hr sessions per week, 6 hours of funding will be claimed/4x3hr per week, 12 hours of funding will be claimed.

Two year old funding – this funding is not universal and certain criteria has to be met. Please ask for details.

- Any hours attended in addition to the 15 hours “FREE ENTITLEMENT” will be charged as per the above rate of the fees.

- We have one INSET day a term for staff training.
- Resources fund - £30 per term
- **4 weeks’ notice must** be given for changing/dropping sessions or leaving – if not, the next fees are payable in full.
- A piece of fruit/crackers/breadsticks is requested for each session your child attends, please
- A pack of each of the following is requested each term: a pack of kitchen roll, a box of tissues and wet wipes.
- Uniform; sweatshirts and t-shirts are available to purchase. Wearing the uniform gives children a sense of ownership and belonging. We request please that children do not wear shoelaces; have clothes that are suitable for pre-school and are easy for them to undo when going to the toilet etc. Thank-you
- Please do not hesitate to speak to Tina, Kirsty or Debbie should you require further explanation.

Parent Signature: _____

Print Name: _____ Date: _____