



# Leading Strings Preschool

Tel: 07516452392

Email: [office@leadingstrings.co.uk](mailto:office@leadingstrings.co.uk)

Website: [www.leadingstrings.co.uk](http://www.leadingstrings.co.uk)

## Terms & Conditions

### Fees & Funding Information – Sept. 2021

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

#### Sessions Available will be:

9.00 – 3.00 (6hrs)	£51
9.00 – 12.00 (3hrs)	£25.50
12.00 – 3.00 (3hrs)	£25.50
Lunch-time session (30mins or 1 hour)	£4.25/ £8.50

**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 £25.50 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); issues with the building, E.g. heating and plumbing failure; forced closure of the preschool due to 'self-isolation' periods in line with virus/infection control.

**Lateness** – Fees for late collection of children will be charged at **£10 for first fifteen minutes and £5 per every additional 5 minutes. Please call to let us know if you are going to be late.**

**Funded Sessions (Government pays setting)** - £5.24 per hour for 3–4-year-olds (15 & 30 hours funding). £5.82 per hour for Terrific Two funding

**Funding places** - from the Government is for all children from the terms following their 3<sup>rd</sup> Birthdays. It is for 38 weeks a year and all children are entitled to up to 15 hours of a week. (Subject to availability.)

Funded sessions will be balanced between morning, afternoon sessions and full-day (when child is ready) This enables a balance between the AM and PM, so the AM sessions are not filled up before the PM sessions. We kindly request that children have a maximum of three AM sessions, with a mixture of full-days/PM sessions to make the 15 hours.

**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 will be charged as per the above rate of the fees.

- We have five INSET days spread throughout the academic year for staff training.
- Consumables charge – a termly contribution to the preschool to cover consumable costs, E.g. daily PPE
- £30 per term for children who solely pay for sessions; £45 p/t for 15 hours funded; £54 p/t for 18 hours; £72 p/t for 24 hours; £90 p/t for 30 hours funded children.
- **4 weeks' notice must** be given if leaving the pre-school or if you wish to reduce/change sessions; otherwise the next fees are payable in full.
- Uniform; sweatshirts and t-shirts are available to purchase. 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 Kirsty or Tina to clarify anything.

Parent Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_