

Fees Policy September 2023

Abington Preschool

As of September 2023 the following fees will apply:

Session				
Morning session (8.50 to 11.50am)	£16.35 (£5.45 per hour)	£18.00 (£6.00 per hour)	£18.00 (£6.00 per hour)	£19.62 (£6.54 per hour)
Lunch session (11.50am to 1.20pm)	£8.18	£9.00	£9.00	£9.81
Afternoon session (1.20pm to 2.50pm)	£8.18	£9.00	£9.00	£9.81
Full day (8.50am to 2.50pm)	£32.70	£36.00	£36.00	£39.24

A fee of £2.50 per 10 minutes is charged as a late fee.

Invoices

Invoices are issued at the beginning of each term.

Additional service charge

There is an additional service charge of £1.00 per week per child which covers all consumables, activities and outside providers. (Those in receipt of EYPP and Funded 2's are exempt from this charge).

Payment of fees is flexible on discussion with the manager of the setting or the Finance Manager. Payment in full or by instalments, cheque, cash or BACS payments and voucher schemes are all accepted.

Action taken should fees remain unpaid is detailed in the welcome packs and in the Monies Owed Policy.

Eligible children over three years old are entitled to access up to 15 hours per week of Early Years funding. This can be taken over a minimum of 38 weeks and can be spread up to a maximum of 50 weeks as long as the total hours claimed does not exceed 570 hours. The minimum claim is 2.5 hours in any one day, maximum claim is 10 hours in any one day, 12.5 hours over flexible hours. Please consult Louise Woolcott (Finance Manager) if you require more details. Abington Pre-School is only open for 6 hours per day which sets the limit of Early Years provision per day.

Some parents/guardians may be entitled to 30 hours childcare for three and four year old children if they meet certain criteria.

If eligible they will be sent a code which will need validating by the childcare provider.

At Abington Preschool we only take up to 24 hours of the 30 hours entitlement.

Funding is usually for 38 weeks in a year. However, a school term may extend to over 38 weeks, in which case you will be charged fees for the additional days over and above your funding.

Any additional fees charged relate to:

- Hours attended in excess of the free entitlement
- Weeks in the year not funded by the Early Years Funding
- Any late bookings/changes to booking
- Any late pick up fee
- Additional Service charge
- Any casual hours booked

Some children are entitled to Free Twos Funding as arranged by the Children's Centre. Please speak to the finance manager if you have this funding.

Any additional fees relate to:

- Hours attended in excess of the free entitlement
- Weeks not funded by the Early Years Funding for two year olds over their 15 hours
- Any late bookings/changes to booking
- Any late pick up fee
- Any casual hours booked

Abington Preschool requires a months' notice to cancel a place within the setting. Fees will be charged for this month, whether or not your child attends during this time.

If your child cannot attend the setting due to illness, fees are still to be paid.

Exceptional circumstances and long-term illnesses can be discussed with the manager and finance manager.

Abington Out of School Club

Hourly rate as of April 2023:

- £6.11 per hour for regular 1st child

- £4.69 per hour for regular sibling
- £6.98 per hour for casual 1st child
- £5.56 per hour for casual sibling

Late pick up fee

The late collection charge is £15 per child for the first and each subsequent 15 minutes after the end of the booked session.

Payment of fees

All fees must be paid for on the iPal system.

Holiday Club

Payment must be in advance of the holiday club starting. All fees must be paid for on the iPal system.

Fees

First Child	Fee	Sibling discount Fee
Morning session (8.50am to 1pm)	£17.12	£14.45
Afternoon session (1pm to 5pm)	£16.05	£13.38
Full day (8.50am to 5pm)	£33.17	£27.82

Late pick up fee

If your child is collected after 5pm you will incur a fee of £15 for every 10 minutes after 5pm. This fee is per child and not per family. This is to cover the costs of paying staff to stay beyond their allocated hours.

Please notify the club if your child will not be attending a booked session. Refunds/credits cannot be given for cancelled sessions.

HAF

The holiday club supports the HAF scheme which runs during the Summer and Easter holidays.

This policy will be monitored by the administrator and the manager of Abington Preschool and will be reviewed at least annually.

Abington Annexe Community Childcare (AACC)
Charity No: 1198508 Ofsted No: 2747175

This policy was adopted at a meeting of: **Abington Preschool.**

Print Name: RUTH BEACH

Date: 15/12/2017

Role: ADMINISTRATOR

This policy was reviewed on:	Signature and name:	This policy was amended on:	Signature and name:
04/01/2019	R BEACH	04/01/2019	R BEACH
30/03/2019	R BEACH	30/03/2019	R BEACH
15/11/2019	R BEACH	15/11/2019	R BEACH
25/02/2020	R BEACH	25/02/2020	R BEACH
		05/05/2021	R BEACH
		04/03/2022	R Beach
18/05/2023	L Woolcott	18/05/2023	L Woolcott
22/09/2023	E Roper	22/09/2023	E Roper