Fees Policy

1. This policy was reviewed and approved by the Directors of LA childcare on the 02/09/2019
2. This policy covers the period 02/09/2019 to 17/07/2020
3. The start and end times and charges for each session and the rates charged per hour are shown in the table below.

For Children 2-3 years old and not able to claim the Free Entitlement funding

9.00 am-12.00 pm = £16.50 per session = £5.50 per hour

12.00 pm – 3.00 pm = £16.50 per session =£5.50 per hour

9.00 am – 3.00 pm = £33.00 per session = £5.50 per hour

For Children 3 years and over who are eligible for the Free Entitlement funding and attending over the maximum of 15 hours per week for 38 weeks of the year

9.00 am- 12.00pm = £15.00 per session = £5.00 per hour

12.00 am – 3.00pm = £15.00 per session = £5.00 per hour

9.00 am – 3.00pm = £30.00 per session = £5.00 per hour

All fees are payable by the end of the second week of each term. If you have a problem with paying please speak and then put in writing to your Pre-School Manager before the second week of the term.

Should fees remain unpaid by the end of the second week of each term the following action will be taken.

A letter requesting payment of outstanding fees will be sent to you 7 days after the fees were originally due and 5% will be added to your bill along with a £30.00 administration fee

Should the fees remain unpaid.

A 2nd letter requesting payment of the outstanding fees will be sent to you 7 days after the first letter and a further 10% will be added to your invoice with a £30.00 administration charge.

Should your fees still remain unpaid 7 days after the 2nd letter this will result in your child’s loss of place at the pre-school and you will be charged the 6 weeks notices payment in addition to the pre-school fees with a £30.00 administration charge.

The parents/guardians shall accept the terms and conditions of our business as set out as part of this agreement .The pre-school reserves the right to seek to recover from the parents/guardians all costs and expenses including legal costs incurred in the collection of any overdue amounts especially when assigned to the pre-school contracted debt collector.

This agreement shall be binding upon both parties their successors and assignees.