

BRANSTON PRE-SCHOOL CENTRE

FUNDING & FEES POLICY

Branston Pre-School operates a service which is fair and competitively priced. We aim to offer a high quality service, in a safe and stimulating environment where the needs of individual children are met.

Sessions are charged at a daily rate of £15.00 which is reviewed annually at our AGM, usually held in October.

Sickness

If a child is absent due to sickness or other reasons the fee will remain in place as the Pre-School will have kept their place open and still have to employ and pay staff. In the case of continuing illness please speak to the Treasurer as fees for such absences are at the discretion of the Pre-School.

Payment of Fees

Towards the end of each term parents/carers will be asked how they would like to pay their bill. Fees can be paid either weekly, monthly or each half term. Bills will be given to the parent during the first week of term where payment dates and amounts will be stated. Fees should be placed in an envelope clearly marked with the child's name and amount enclosed and then the envelope should be given to a member of staff. Cheques should be made payable to Branston Pre-School Centre and will be paid into the bank weekly.

Early Years Education Funding (EYEF)

Branston Pre-School are in receipt of EYEF for three and four year olds. This is available the term following your child's third birthday. EYEF will fund 15 hours a week. To access this funding you need to complete a EYEF registration form and provide a copy of your child's birth certificate. It is possible to split the 15 hours between provisions. All fees charged relate to hours not funded by EYEF.