



Extended Entitlement of 30 Hours

The Terms and Conditions stated within this written document must be read fully. Signing the agreement does not affect the statutory rights of the parent/guardian. However this is a necessary document which safeguards the child and the working conditions of each designated nursery. Signing the Application Sheet automatically declares that all parties named agree to the conditions as stated.

1.12 We operate in accordance with Local Authority guidelines in relation to Early Education Entitlement. Children that are eligible for the extended entitlement of 30hours can begin to claim this the term following their third birthday.

1.13 In order to obtain your child's extended entitlement you will need to access the digital childcare service, more details about this can be obtained from the Nursery Manager. An eligibility criteria applies.

1.14 Once you have applied for your 30 hours entitlement, you must provide the Nursery Manager with the 11 digit eligibility code you have been given, without this we will not be able to process the funding.

1.15 Parents will be prompted every three months to confirm they are still eligible for the extended entitlement, without this confirmation we will be unable to continue to offer the extended entitlement.

1.16 If your circumstances change and you lose eligibility for the extended offer of 30hours, the local authority will honor the funding until the end of the current term. At the end of this grace period you will revert to the universal offer of 15hours.

1.17 If your eligibility changes you will become liable for the additional cost of hours after the grace period has ended.

1.18 You can claim a maximum of 3 hours funding per session, there are two sessions in a full day. The maximum to be claimed in any one day is 6 hours. In order to claim the full 30 hours, a fulltime place will need to be allocated.

1.19 As a company we operate the funding on a 38 week basis. The breakdown of funding is allocated as follows: Autumn Term 13 weeks, Spring Term 12 weeks, and Summer Term 13 weeks.

How will payment work?

1.20 Our current fee structure can be obtained from the Nursery Manager. The daily charges when funding applies (within the 38 weeks) are reduced to reflect the funding being deducted. You will pay for the hours outside of your funded session and also an amount for meals. In school holidays our standard prices will apply.

1.21 Whilst your child is in receipt of funding you will receive a termly standing order, this will be due on the 26th of every month in advance. This will show the

amount of term and non-term time days you are being charged for at the relevant rates. If for any reason you have not received your next terms calculation, it is your responsibility to bring this to our attention so a replacement can be issued. Late payment charges apply as normal.

1.22 At the start of the academic year we will issue a set of term dates so parents are aware of when the different rates apply.

1.23 If a child leaves us before the estimated headcount day, provided by the Local Authority, the parent will be liable for the full cost of nursery fees until this date. If children do not attend in headcount week we will not be able to claim any funding, this will result in the parent paying the full cost of the fees.

1.24 Some 3 & 4 year olds may be eligible for additional funding in the form of Pupil Premium. An eligibility criteria exists and this again must be checked using an online system. If a child is eligible for pupil premium additional funding will be paid to the setting to help support the child's learning and development. The Pupil Premium is not permitted to be deducted from your fees. More information about Pupil Premium is displayed in all of our School Rooms. All children in receipt of 3&4 year old funding will be automatically checked to see if they are eligible for Pupil Premium. We will use the parent's information shared on the application form to conduct this check.

1.25 The extended entitlement of funding is optional, and as a company we reserve the right to withdraw any nursery individually from the scheme at any time. We would give as much notice as reasonably practical to parents regarding this, ideally one term. The withdrawal from the scheme would mean parents become solely responsible for the whole amount of fees.

1.26 No funding will be issued for any child unless evidence in the form of the child's birth certificate has been seen and proof of address for Parent Declaration Form, as per our request in the application process, which is outlined in our general terms and conditions document.

1.27 Our fees and delivery model have been approved by the Local Authority, we are entitled to charge for all hours outside of the funded time and also meals. At this time we do not charge additional costs related to activities, consumable resources or external providers (e.g. dance lady), however we reserve the right to do so to support the financial implications of the business if the need arises.

Signatures to confirm receipt of this document

Parent _____ Date _____

Nursery Management _____ Date _____