

Anglia Sunshine Nurseries

Terms and Conditions For Funded Places

September 2017

We can confirm your offer of a place once you have completed a registration Form & made the payment of our refundable registration fee of £30.00 per family.

- **FUNDING:** Anglia Sunshine Nurseries offers funding in accordance with Suffolk County Council's guidance, for children from the term following their 3rd birthday. We also offer 2-year-old funding if your child is eligible and in receipt of a golden ticket. All places are offered subject to availability.
- All fees are payable by Standing order, Card payment, Child Care Vouchers or cash, and must be received by 1st of each month, in advance for the following month's fees.

Sessions: Reductions can only be made at the end of each term.	2-year-old funded places Are offered on a termly basis subject to availability	3 & over funded places
Funded Hours: 9-12 am and 1-4pm	All meals, snack and activities are included	All meals, snack and activities are included
All Additional Part or Full Hours For additional hours over and above your normal sessions, <i>we will require 24 hours' notice - to ensure staffing levels are maintained. (Additional hours are subject to availability)</i>	£7.50ph	£7.50ph
7.30 – 8am	£7.50	£7.50
8 - 9 am	£7.50	£7.50
12 - 1 pm	£7.50	£7.50
4 - 5 pm	£7.50	£7.50
5 - 6pm	£7.50	£7.50
Sessions Available Reductions can only be made at the end of each term.	Non-Funded Day Rate 2-year-old funded places Are offered on a termly basis subject to availability	3 years & over Non-Funded Day Rate
Full Day 8.00am – 6.00pm	£52.00	£47.94
Short Day 8.00am – 4.00pm	£44.50	£42.18
Half Day 1.00pm – 6.00pm	£34.50	£30.63

- Funded Fees can be calculated over 38 weeks of the year. With all additional hours charged at £7.50 and full fees are payable for the additional 13 weeks of the year.
- We will be offering up to 6 funded only spaces available on a first come first served basis per term subject to availability.

- The Nursery will be closed for 1 week over the Christmas period from the close of business on 24th December, and also for all Bank Holidays.
- No further discounts will be given for holidays or Bank holidays. Fees are still payable if your child is off sick from nursery. For operational purposes, we require written or email notice of holidays or non-attendance.
- Fees include freshly prepared meals, snacks, drinks and all additional activities.
- We ask you to bring nappies, Sun cream and any special nappy cream will also need to be supplied for your child.
- Due to strict child: staff ratio's, it is important to keep to your child's session times. Parents and carers who collect their child late or drop off earlier than the start of their session will be charged £15 per hour or part thereof.
- Any children picked up AFTER 6.00pm will be charged £15.00 for first 15 minutes or part thereof.
- Any extra sessions or days booked will be invoiced separately, and can be paid for by standing order, card payment or cash
- A late payment charge of £25.00 will automatically be made for any fees received after 1st of the month.
- We require a months' notice of termination in writing, otherwise full fees will be charged, this includes children leaving for school.