

Schools



CHARGING POLICY

SOMERVILLE NURSERY SCHOOL CHARGING POLICY

PAID SESSIONS TERMS AND CONDITIONS

1. A session consists of 3 hours either 9.00 a.m. – 12.00 noon or 12.30 – 3.30 p.m. available term time only.
2. The cost per session is £15 and does NOT include a school lunch. If you child's session means they are here for the day, please ensure they bring a packed lunch with them.
3. Payment is required on a weekly basis in advance every Monday.
4. Payment can be made up to 1 month in advance.
5. Payment can be made by cash or cheque, made payable to Wirral Council.
6. If payments fall into arrears the place will be suspended until the full arrears are settled.
7. There is no facility to offer credit.
8. The £15 places are offered in addition to the FREE Government funding 15 hour per week places.
9. Sessions will be offered at times opposite to the child's usual daily 3 hour session.
10. There are a limited number of places available per session.
11. Changes must be notified at least one week in advance so staff can plan for the children.
12. If a child is absent for any reason, payment must still be made for missed sessions.
13. Somerville Nursery School reserves the right to terminate the contract immediately if fees are outstanding for fourteen days or more.
14. Children cannot be brought into nursery before the session times stated.
15. The governing body reserves the right to amend the fees and conditions, where appropriate. The decision of Somerville Nursery School remains final at all times.

16. Parents/carers will be given at least one months notice of fee increases.
17. This contract may be terminated by not less that two weeks notice from either party.
18. A child will only be released into the care of his/her parents/carers. If any other person is collecting your child they must be written on the pick up form. The school reserves the right to ask for photographic ID and can only let the child go with a suitable adult over the age of 16 years
19. It is the parent/carers responsibility to inform the nursery staff of any changes to personal details, address, and telephone numbers in the case of emergencies.

I have read and fully understood the charges terms and conditions.

Signed Parent AName.....

Parent BName.....

Child's NameDate