

## Nursery Payment Policy

### Funded Children

Funded children that are attending more hours than their Early Years Entitlement (15hrs or 30hrs) will be charged at £7 per hour for 9-month to 2-year-olds, £6 per hour for 2-year-olds and £5.50 per hour for 3-4 year-olds. This charge will be broken down into monthly payments, which will reflect how many additional hours your child has booked over the whole term. The cost will be calculated using the Early Years Entitlement funding calculator.

### Non-Funded Children

Non-funded children will be charged, on a monthly basis, at £7 per hour for 9 month to 2-year-olds, £6 per hour for 2-year-olds and £5.50 per hour for 3-4 year-olds

Non-funded children price adjustments will be applied from the start of the term following their birthday, in the same way funding entitlements are applied by Devon County Council:

Child born between:	Entitled from:
1 April and 31 August	Start of Autumn funding period (from 1st September)
1 September and 31 December	Start of Spring funding period (from 1st January)
1 January and 31 March	Start of Summer funding period (from 1st April)

### Deposit

For new admissions, once an offer of sessions is accepted and a signed Nursery Funding and Contract form completed, a £100 deposit will be payable ahead of the start date. This deposit will be refundable via your invoice issued following headcount week. Should your child not attend, the deposit will not be refundable.

### Out of School Club

Children that use the Out of School Club, both before and after school can either use their Early Years Entitlement or will be charged £7 per hour for 9month to 2-year-olds, £6 per hour for 2-year-olds and £5.50 per hour 3-4 year-olds, or part thereof.

In addition to this, there is a late collection fee of £15 charged for collection after the official closure time of the club.

### Collection

Should you arrive late to collect your child from Nursery, the extra charge will be in 30-minute slots.

### Payments

All Nursery sessions and Out of School Club charges will be set up on your MyEd online account. Payments should be made via this app in advance/at the beginning of each month. Please note that we reserve the right to refuse to admit your child to sessions if there are outstanding fees.

We do not refund fees when children are absent through sickness, or any other reason. However, long term illness is a different matter and subject to negotiation.

If you are experiencing difficulties or have any concerns regarding payments, please contact our Academy Finance Department via [finance@chulmleigh.devon.sch.uk](mailto:finance@chulmleigh.devon.sch.uk) or 01769 580215

### Ending or Amending your Contract

You are required to provide four weeks' written notice to end your contract or change the agreed **funded** and **chargeable hours** your child attends Nursery; any changes will need to be requested and offered via our online system Applica+.

Signed on behalf of Chulmleigh Academy Trust



Name of signatory.....TINA MORRISON

Date.....4/6/2025

Date to be reviewed.....Summer 2026