



Policy - Fees

Title: Fees
Category: In the Setting
Review Date: 30th Aug 2024

Description:

Invoices will be issued at the beginning of each half term and payment should be made within 2 weeks. Failure to pay this may result in additional charges.

Fees will normally be increased annually, in September, in line with inflation.

All children are entitled to 15 hours free Early years education, (depending on DOB) from the term after the child turns 3. There will be paperwork to complete each term, which is then submitted by the manager and the payment is then made from SCC directly to the preschool. If you are entitled to 30 hours funding you will need to apply directly to the Early Years Team at Surrey County Council and will be given a reference number to submit to the Preschool.

Spreading the cost - If you are struggling to pay the costs in a single payment we can arrange for payments to be made by instalments (on a weekly or monthly basis), or it may be that you are entitled to additional funding through the Childcare element of the Working Tax Credit and other benefits. Please speak to the Manager for more information. Each term's payments must be completed before the start of the following term.

Termination of a child's place

Should you wish to terminate your child's place at the Preschool one term's notice will be required, and this should be given in writing. (No notice is required for a child to move on to Primary School in the normal way).