



## Kenilworth Nursery School: Nurture Nursery provision

### Terms and Conditions

Our Nurture Nursery was established in September 2005 on a not-for-profit basis, to provide a high quality early years learning environment and experience for children aged two years and four months and older. The Nurture Nursery is part of an integrated service operated by Kenilworth Nursery School, which is a Warwickshire County Council maintained nursery school. Kindly refer to the school's website for further detailed information at <http://www.kenilworthns.org.uk/>

**The Nurture Nursery is registered under OfSTED: registration number EY471708**

#### **Opening hours:**

The Nurture Nursery is open Monday to Friday, term time only between 9am to 11.30am. We follow Warwickshire LA's academic school year, and in addition will close on certain specific dates, notifiable in advance, for staff training.

#### **Fees:**

As of 1 September 2019, the 2.5 hour sessions will be charged at £15 each (£6 per hour). It is recommended for continuity of care and learning that a minimum of 2 sessions per week are purchased.

Invoices for Nurture Nursery will be sent out half termly and **payment will be due a full half term in advance to secure places.**

An additional half an hour-long Lunch Club is also available for those children participating in the Government funded TwoHelp Scheme.

Invoices can be paid for in cash, cheque, via online transfer or using childcare vouchers.

Fees are reviewed by the school's Governing Board at least annually, and increases will be levied, if deemed appropriate, with effect from 1 September at the start of the school academic year.

#### **Charges for persistent late collection of Nurture Nursery children:**

In accordance with our Uncollected Children Policy, the Governing Board has the right to impose a charge for the additional childcare given.

£6 will be charged for persistent late collection. (One verbal reminder about collection, followed by a written reminder will then be followed by invoice for payment for late collection)

#### **Administrative charge:**

An administrative bank charge of £10 per cheque is passed on to any parent/guardian where a remittance is returned unpaid by their bank. The Nurture Nursery reserves the right to insist on **replacement** funds being paid in cash only.

In the event of financial hardship arising as a result of a change in unforeseen circumstances e.g. redundancy, we ask parents/guardians to contact the Headteacher at the earliest opportunity to discuss alternative arrangements.

**Notice of termination:**

Nurture Nursery fees are charged at a level solely to cover staff salary costs therefore, we require that parents/guardians provide a minimum of one calendar month's written notice to terminate your child's place. Furthermore, we reserve the right to terminate your child's place with immediate effect, and without further notice, if accounts are outstanding by more than 30 days from the date of invoice.

**Refund for non-attendance:**

Nurture Nursery will not refund any fees if your child is absent due to illness or family holidays. In addition, Nurture Nursery will not refund any fees if it has to close due to '*acts of God*', infectious diseases, pandemics, environmental factors (e.g. snow, flooding etc.), emergency repairs (e.g. boiler failure etc.), or other situations beyond Nurture Nursery's control.

Refunds will be made in the event of closures arising from Trade Union industrial action.