



Norfolk House Nursery

Scale Of Fees With Effect From July 2023

FULL TIME 7.00am – 7.00pm Mon - Fri	FULL DAY 7.00am – 7.00pm	MORNING 7.00am – 1.00pm	AFTERNOON 1.00pm – 7.00pm
Under 3's			
£324	£71	£45	£45
Over 3's			
£319	£70	£44	£44
Late Charge			
£1 for every minute late			

Monthly Fee

1. The monthly fee is invoiced and payable monthly in advance. It is calculated by taking the weekly cost of the sessions booked, multiplying that amount by 52 (weeks) and then dividing by 12 (months). The calculation takes no account of Bank or Public Holidays.
2. The monthly fee includes all meals and refreshments (including formula milk) applicable to the hours of your child's attendance, as well as any nappies required by your child whilst at the nursery.
3. It must be paid by bank transfer, standing order or voucher in cleared funds before the calendar month to which it relates.
4. Please note that we may need to calculate the fees differently for certain months:
 - a. if your child starts or leaves part way through a month; and
 - b. where the sessions attended change part way through a month.

For these months you will be charged for each session at the sessional rate.

Additional Fees and Charges

5. Additional fees and charges arising in a particular month will be added to the following month's invoice.
6. If you book sessions in addition to the agreed booking pattern in a particular month you will be charged for these at the sessional rate.
7. Occasionally, the nursery will organise activities or day trips which incur an additional charge. You will be consulted about such charges.
8. Other charges may be imposed for late payment of fees and late collection of children. Please see clauses 4.7 and 4.8 of the Nursery's terms and conditions.

Discounts

9. Where two siblings attend the Nursery simultaneously, the monthly fee for the older child will be discounted by 7%. Where more than two siblings attend the Nursery simultaneously, the monthly fee for the eldest child will be discounted by 7%, but whether and to what extent any further discount should apply will be determined by the Senior Nursery Manager in the exercise of her absolute discretion.
10. Where siblings attend the Nursery and Norfolk House School simultaneously, the nature and extent of any discount in the respective fees will be determined by agreement between the Senior Nursery Manager and the Headmistress in the exercise of their absolute discretion.

Childcare Vouchers

11. Childcare vouchers are an employee benefit for all eligible working parents. They are a government approved, tax-efficient way of paying for childcare. Whilst the nursery accepts vouchers as payment, it does not have any contractual relationship with the company which issues the vouchers or the parent's employer which would enable it to enforce payment. It is therefore the responsibility of parents to ensure that voucher payments reach the nursery in accordance with its terms and conditions.

Early Education Entitlement

12. The Government provides Universal Entitlement for all three and four year old children to attend an Ofsted registered early years provider. This is known as the Early Education Entitlement (formally the Nursery Education Grant). A child's entitlement begins at the start of the term after their third birthday and lasts until they reach statutory school age (the term after their fifth birthday). The entitlement offers 570 hours (15 hours per week) a year over no fewer than 38 weeks and up to 52 weeks of the year. The entitlement is for regular attendance agreed between the parent and Norfolk House Nursery.
13. In addition to this some families may be entitled to Extended Entitlement. The entitlement offers an additional 570 hours (15 hours per week) a year over no fewer than 38 weeks and up to 52 weeks of the year.
14. Norfolk House Nursery offers both Universal (15 hours) and Extended (30 hours) Entitlement, which are stretched across 52 weeks with deductions being made from your monthly invoices.
15. Funded only attendance is limited to the Universal Entitlement (15 hours) and is subject to availability. It is offered daily between 1pm and 4pm.
16. Current parent contributions of Childcare Vouchers, Tax-Free Childcare payments and University Employee Salary Scheme payments for the nursery fees will remain in place and are not affected by the Extended Entitlement.