

# NURSERY FEES

## FOR THE ACADEMIC YEAR 2019 - 2020



### Registration Fee

Registration fee - A non-refundable fee of £100 is payable at the time of application for a place.

### Refundable Deposit - £250

A deposit of is required to be paid upon acceptance of an offer. This deposit is held on account and is refundable the term after the pupil leaves Moira House, provided all financial and contractual obligations have been met.

*Following the registration and acceptance of a place, a month's notice in writing is required to be given should cancellation be necessary. The deposit would be non-refundable if notice is not provided as stated.*

2019/20 FEES FOR FULL DAYCARE NON - FUNDED OPTION (Includes Daily Care Package):	
<b>Children aged 6 weeks to 2 years</b>	
Full Nursery Day (8am - 6pm)	£65.45 per day
Nursery Day (8am - 4pm)	£58.35 per day
Morning session (8am - 1pm)	£36.45 per session
Afternoon session (1pm - 6pm)	£36.45 per session
Nursery Week (8am - 6pm)	£271.60 per week
<b>2. Children aged 2 to 4 years</b>	
Full Nursery Day (8am - 6pm)	£62.60 per day
Nursery Day (8am - 4pm)	£54.50 per day
Morning session (8am - 1pm)	£37.40 per session
Afternoon session (1pm - 6pm)	£37.40 per session
Nursery Week (8am - 6pm)	£283.00 per week

### Holiday Club

Sessions need to be booked 4 weeks in advance at a rate of:

2019/20 FEES FOR FULL HOLIDAY CLUB:	
<b>1. Children aged 6 weeks to 4 years</b>	
Full Nursery Day (8am - 6pm)	£61.80 per day
Nursery Day (8am - 4pm)	£51.50 per day
Morning session (8am - 1pm)	£36.00 per session
Afternoon session (1pm - 6pm)	£36.00 per session

## Early Years Education Entitlement (EYEE)

All 3 & 4 year old children are eligible for **15 hours** of Early Years Education Entitlement (EYEE) funding the term after their 3<sup>rd</sup> birthday for up to 38 weeks per year, term time only.

Eligible, working parents for 3 & 4 year old children can get an additional 15 hours of EYEE funding for up to 38 weeks per year, term time only, the maximum claim is **30 hours** per week.

To find out if you are eligible to receive funding please visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

All our daily/sessional offers include a care package. The care package includes: breakfast, hot lunch prepared by our onsite chef, high tea and all snacks. Also included are the additional activities that we offer, for example swimming, French, etc (the whole list can be viewed on our parent notice board). This is not an exhaustible list.

<b>2019/20 Fee Structure for Children Claiming 15 Hours of EYEE Funding Over 38 Weeks a Year. Care Package To Be Applied To Each Funded Session:</b>	
<b>1. Children aged 3 &amp; 4 years (applies following the term of the child's 3<sup>rd</sup> birthday)</b>	
Full Nursery Day - claiming 5 EYEE hours per day (8am - 6pm)	Total Daily Cost £43.10 - includes 5 hours of funding plus Daily Care Package
Nursery Day - claiming 5 EYEE hours per day (8am - 4pm)	Total Daily Cost £35.00 - includes 5 hours of funding plus Daily Care Package
Morning or Afternoon session - claiming 3 EYEE hours per session (8am - 1pm)	Total Sessional Cost £25.80 - includes 3 hours of funding plus Daily Care Package
Free session (3pm - 6pm) - No deposit required	FREE

<b>2019/20 Fee Structure for Children Claiming 30 Hours of EYEE Funding Over 38 Weeks a Year. Care Package To Be Applied To Each Funded Session:</b>	
<b>1. Children aged 3 &amp; 4 years (applies following the term of the child's 3<sup>rd</sup> birthday)</b>	
Full Nursery Day - claiming 6 EYEE hours per day (8am - 6pm)	Total Daily Cost £38.95 - includes 6 hours of funding plus Daily Care Package
Nursery Day - claiming 5 EYEE hours per day (8am - 4pm)	Total Daily Cost £35.00 - includes 5 hours of funding plus Daily Care Package
Morning or Afternoon session - claiming 4 EYEE hours per session (8am - 1pm)	Total Sessional Cost £21.70 - includes 4 hours of funding plus Daily Care Package
Free session (3pm - 6pm) - No deposit required	FREE

## **NURSERY**

### **TERMS AND CONDITIONS**

All parents must be aware of, and to agree to, the following terms and conditions to ensure that Roedean Moira House Nursery provides the highest possible standards of childcare.

#### **1. AGE & ENTRY REQUIREMENTS**

The Nursery is open to children aged between 0 and 4 years of age.

#### **2. HOURS OF OPENING**

Monday - Friday: 8.00am - 6.00pm. The nursery is open 38 weeks of the year.

See note 13 for further details on the holiday club.

#### **3. REGISTRATION & DEPOSIT**

A non-refundable registration fee of £100 is payable to reserve a place.

A deposit of £250 is required to be paid upon acceptance of an offer. This deposit is held on account and is refundable provided all financial and contractual obligations have been met.

Following the registration and acceptance of a place, a month's notice in writing is required to be given should cancellation be necessary. The deposit is non-refundable if notice is not provided as stated.

#### **4. FEES**

Fees are charged as per the current fees sheet and are subject to annual review but may be revised at other times with reasonable notice.

Fees are payable four weekly in advance.

Full fees are payable for all sessions booked. Fees are not refundable in the event of non-attendance.

There is a holiday allowance of 50% payable fees to keep your place open.

#### **5. NOTICE OF WITHDRAWAL**

On leaving the Nursery or reducing sessions, parents/guardians must give one month's notice in writing to the Head of nursery. Should notice of withdrawal not be received, fees in lieu are charged according to the required notice period.

If in the opinion of the Head of Nursery the continuing presence of a child is detrimental to the health, safety or well-being of that child, other children, or staff, then the Nursery may request the parent/guardian to remove the child from the Nursery.

#### **6. SICKNESS**

If a child is suffering from, or is suspected to be suffering from, a communicable illness, he/she should remain at home until a doctor has certified they are fit to return.

In the general interest of all children in our care, the Head of Nursery reserves the right to refuse admission to any child who, in her opinion is unfit to attend.

If a child is taken ill at the Nursery, every effort is made to contact either of the parents on the emergency contact number provided. Notification of any change to these telephone numbers must be made to the Head of Nursery. The Nursery may seek medical attention for a child in an emergency.

#### **7. PERSONAL SAFETY**

Parents are requested to ensure the safety of their child/children in the Roedean Moira House School grounds before they enter the buildings and after collection at the end of their session.

The nursery cannot accept responsibility for accidents to children before they enter, or once they have left, the premises.

**8. PERSONAL PROPERTY/VALUABLES**

The nursery cannot accept responsibility for any damage or loss to any personal property, e.g. clothes, toys or any other items brought into the Nursery.

**9. EARLY ARRIVALS/LATE COLLECTIONS**

A charge of £10 is made for late collections or early arrivals outside of the booked session.

**10. FEE INCREASE**

All fees, deposits and charges are reviewed at least annually by the Council (the School's Governing body). Increases normally take effect from September.

**11. SETTLEMENT OF ACCOUNTS**

Fees are payable in full in advance of the start of term. The Council reserves the right to impose a 2% surcharge on overdue accounts and/or refuse to accept a child if the account has not been paid.

**12. MINIMUM REQUIREMENTS**

Children aged from 6 weeks to 4 years are required to attend a minimum of 2 sessions per week to ensure continuity.

In preparation for children starting school, we recommend a minimum of 5 sessions per week starting in the Spring term of the year in which they start school, in order to access the full curriculum and helps them to be ready for the school day.

**13. HOLIDAY CLUB**

A holiday club runs throughout the holidays with the exception of Christmas, Bank Holidays and the end of August. The nursery will now have a week's closure at Easter in addition to the Christmas closure and the two week summer closure. This needs to be booked 4 weeks in advance. Bookings can be made on the day subject to availability.

Roedean Moira House, Upper Carlisle Road, Eastbourne, East Sussex, BN20 7TE

TEL +44 (0)1323 644144, e-mail [admissions@roedeanmoirahouse.co.uk](mailto:admissions@roedeanmoirahouse.co.uk)

[www.roedeanmoirahouse.co.uk](http://www.roedeanmoirahouse.co.uk)

I have read and accept the terms and conditions:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

# ROEDEAN MOIRA HOUSE NURSERY



## APPLICATION FORM

Child's Name: \_\_\_\_\_  
(Surname first. Please underline the forename used)

Date of Birth: \_\_\_\_\_ Date of entry: \_\_\_\_\_  
(Day/Month/Year)

**38/48 week year**

	Full Nursery Day	Nursery Day	Morning Session	Afternoon Session	Nursery Week	Free Session
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						

**Please indicate sessions required**

Fees are charged in accordance with the terms and conditions and by signing this document you are agreeing to the terms and conditions of the nursery.

Parents' Names: Mr. \_\_\_\_\_ Mrs. \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Post Code: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_