



Fees & Payment Policy

Peter Rabbit Nursery Payment Policy

Statement of Intent

At our nursery, we are committed to providing high-quality education and services to local children and families. However, this can only be achieved if we have sufficient income to cover operational costs. To ensure the continued provision of excellent care, it is essential that parents pay their fees on time, unless they can demonstrate genuine financial hardship. We will make every effort to collect fees efficiently and fairly.

Aim

This policy outlines the terms and conditions relating to payments for parents whose children attend the Nursery. It ensures that parents are fully aware of their financial responsibilities regarding invoices and payments.

Terms & Conditions

1. Payment Procedure:

- Invoices will be sent via email at the beginning of each half term.
- The total payment due, as outlined on the invoice, must be paid in full by the date specified on the invoice. The invoice will clearly state how many funded and non-funded hours your child is accessing.
- Accepted payment methods include:
 - Cash
 - Cheque
 - BACS Transfer
 - Childcare Vouchers
- A non-refundable registration fee of £50 is required to secure a child's place at the Nursery. This fee includes the nursery bag and settling-in sessions. If you have any concerns about this fee, please speak to us. This payment is not a condition of a funded place with us and we are aware that some families may struggle to pay this fee. Please speak to us to discuss alternative options.
- Families receiving funded hours will receive an invoice for any additional hours beyond their entitlement. Additional hours will be charged at £8.50 per hour.
- To access funded hours, parents must complete and return the declaration form during the first week of each term. If the forms are not returned after reminders from the nursery, full fees will be charged.
- The Nursery accepts various funding options, including:
 - Working Parent Allowance
 - FEET funding
 - Universal Funding Offer

A curriculum enhancement contribution is added to all funded places to help cover the additional costs of providing high-quality education that goes beyond the basic Early Years Foundation Stage (EYFS) provision funded by the government. The government funding covers only the basic childcare provision as set out in the EYFS framework. At Peter Rabbit Nursery, we are committed to offering a much richer, higher-quality experience for children — including enhanced resources, outings, celebrations, and daily consumables. To continue offering this level of care and education, we ask families to contribute to our Curriculum Enhancement Contribution.

Without this support, our ability to maintain the current standard of provision would be significantly affected. While this contribution is not a condition of accessing funded hours (in line with government regulations), we are open and honest about the fact that we rely on these contributions to operate sustainably. We urge families to contribute where possible and speak with us directly if this presents any difficulty. Please see the Curriculum Enhancement Information Sheet below for more detailed information about what this contribution supports.

2. Fee Structure (from April 2024):

Non-Funded Hours (per day)	Government-Funded Hours (per day)
AM: £34.00 (includes Curriculum Enhancement Contribution)	AM: £5.50 (Curriculum Enhancement Contribution)
PM: £17.00 (includes Curriculum Enhancement Contribution))	PM: £2.50 (Curriculum Enhancement Contribution)
Additional hours: £8.50 per hour	

Fees are subject to review each term.

3. Difficulty Making Payment: We understand that financial difficulties can arise. If you are experiencing, or anticipate experiencing, difficulty in making a payment, we encourage you to contact us as soon as possible. We can discuss potential payment plans or other arrangements. Please reach out to Laura to schedule a confidential meeting. Any information shared will be treated with the utmost confidentiality.

4. Unpaid Private Hours Fees:

- If fees are not paid by the due date stated on the invoice, a first reminder email will be sent, indicating the overdue amount and payment deadline.
- A £20 administration fee may be charged for late payments, in addition to any late fees.
- If payment is not received within 7 days of the first reminder, and the parent/carers has not communicated with the Nursery, the child may be denied entry until the outstanding fees are paid in full. Failure to pay may also result in the forfeiture of the child's place, which could be offered to another child from the waiting list.
- If payment remains unpaid for 14 days after the first reminder, a recorded delivery letter will be sent notifying the parent/carers of potential legal action. The Nursery may pursue collection of the fees through the small claims court or other legal means.
- Legal action is a last resort and will only be pursued after all other efforts to resolve the situation have been exhausted, and if doing so does not conflict with the Nursery's broader aims and policies.

5. Absence / Illness:

- Fees will not be refunded for any days missed due to illness, holidays, or absence during term time.

6. Nursery Closures:

- In the event of a closure caused by circumstances beyond our control (e.g., weather, power failure, pandemic), fees will not be refunded. If alternative days are available to make up for the lost hours, we will offer them, depending on staffing ratios and nursery availability.

7. Cancellation of Reserved Place:

- If you wish to cancel your child's place at the Nursery, you are required to pay fees for a 6-week notice period from the date we are notified of the cancellation.

Additional Considerations:

- **Payment Flexibility:** We aim to work with families facing financial challenges and encourage open communication. Please don't hesitate to contact us to discuss payment plans.
- **Late Payment Fees:** We want to ensure that parents have a clear understanding of when fees are due and the potential consequences of late payments. The policy is designed to balance understanding with necessary action to maintain the Nursery's financial health.
- **Support for Families:** Due to financial constraints recognise that some families may struggle with the curriculum enhancement contribution . If this is the case, please reach out so we can assess each situation individually and provide support where necessary.

Curriculum Enhancement Contribution – Elevating Early Learning at Peter Rabbit Nursery

At Peter Rabbit Nursery, our Curriculum Enhancement Contribution plays a vital role in maintaining the high standards of care and education that make us an outstanding setting. This contribution supports a range of exciting resources and enriching activities that go above and beyond the core Early Years Foundation Stage (EYFS) curriculum, providing every child with opportunities to thrive in a nurturing environment.

This contribution covers:

- Premium learning materials such as Montessori-style resources, nature-inspired play items, and open-ended toys that encourage exploration, creativity, and problem-solving — all going beyond the basic EYFS resources.
- Creative and sensory resources for arts, crafts, baking, and messy play, supporting fine motor skills and imaginative thinking that add richness to the EYFS framework. Our free exploration approach within the creative area gives children the freedom to experiment with materials in their own way, requiring a larger variety of resources than more adult-led settings.
- Regular trips to the local play park, where children enjoy outdoor physical activities and social play. These outings require an enhanced adult-to-child ratio to ensure safety and provide tailored attention to each child, providing experiences that complement and extend the EYFS curriculum.
- Seasonal and cultural celebration materials, with themed crafts and activities to explore holidays and global traditions, enhancing the cultural and social learning experience beyond EYFS expectations.
- Gardening and outdoor exploration tools, including child-friendly gardening equipment and nature kits to help children connect with the environment, offering a hands-on approach to learning about nature that goes beyond the basic EYFS outdoor play resources.
- Exciting science and nature experiences, including hatching duck eggs, caring for giant African snails, and observing the life cycle of butterflies, sparking curiosity and scientific inquiry—activities that extend the EYFS learning outcomes.
- Guest visits from storytellers, animal handlers, and other community experts to bring learning to life, providing opportunities for experiential learning that enrich the EYFS curriculum.
- Fantastic annual events such as our Nativity Show, where every child participates and all costumes are provided, Easter events, outstanding sports days, leavers shows, and special parties, all of which are designed to celebrate achievements and create lasting memories for our children and their families.
- Essential everyday consumables including healthy snacks, nappy sacks, wipes, paper towels, and other hygiene

materials that support the smooth running of our daily routines and ensure the wellbeing and comfort of all children. This also includes access to Tapestry so all parents can view photos of their child during the day,

Why Your Support Matters

The Curriculum Enhancement Contribution allows us to provide the rich experiences, quality materials, and enhanced adult support that make Peter Rabbit Nursery a truly exceptional place for children to grow and thrive. It supports everything from unique science and nature activities to special celebrations, trips, and essential consumables—all of which go far beyond the basic EYFS curriculum.

We understand that every family's circumstances are unique, and we are always open to a confidential conversation should support be needed. Access to our funded places remains unchanged and inclusive, ensuring that all children can benefit from our nurturing environment and that the payment of this contribution is not a condition of a child's space with us. We do not add this contribution to any invoices where the child is eligible to FEET funding or pupil premium. However, the continuation of the exceptional enhancements that set our provision apart relies on the contributions of our families who are able to contribute. These contributions make a tangible difference to what we are able to offer on a daily basis.

Supporting the Curriculum Enhancement Contribution helps us maintain the enriched, inspiring environment that benefits not only your child, but every child in our care.

We believe every child deserves the very best start—and with your support, we can continue to deliver it.