



# Fees Schedule

1<sup>st</sup> September 2024 – 31<sup>st</sup> August 2025

## Baby Room - 3 months to 2 Years

Session Name	Time	Fee
Morning	08:00 – 11:30	£26.95
Afternoon	12:30 – 16:00	£26.95
Afternoon & Tea	12:30 – 17:30	£38.50
Full Day (Early Finish)	08:00 – 16:00	£61.60
Full Day	08:00 – 17:30	£73.15

## 2, 3 & 4 Year Olds

Session Name	Time	Fee
Morning	08:00 – 11:30	£24.50
Afternoon	12:30 – 16:00	£24.50
Afternoon & Tea	12:30 – 17:30	£35.00
Full Day (Early Finish)	08:00 – 16:00	£56.00
Full Day	08:00 – 17:30	£66.50

\*All children in receipt of funding will be charged £7.00 per hour for any additional hours attended once the funding has been deducted.

**Please note that lunch is not included in the above fees and a packed lunch must be provided.**

All children in receipt of the 3+ year funding (both universal 15 hours and extended 30 hours) will be charged a non-core service charge; this is due to the government funding not being sufficient and sustainable for this age group. From 1<sup>st</sup> September 2024 this will be £1 per AM or PM session, and £2.00 for the tea-time session; totalling £4 if the child attends for a full day (08.00-17.30). The non-core service charge covers consumables, food, drinks and snacks, and additional resources for activities beyond the statutory minimum.



## Funding Information for 2024-2025

### Autumn Term – 1<sup>st</sup> September 2024 – 31<sup>st</sup> December 2024

Mondays	16
Tuesdays	16
Wednesdays	16
Thursdays	16
Fridays	16
	80 days

We will close for Christmas at 17:30 on Friday 20<sup>th</sup> December 2024.

### Spring Term – 1<sup>st</sup> January 2025 – 31<sup>st</sup> March 2025

Mondays	13
Tuesdays	12
Wednesdays	12
Thursdays	13
Fridays	13
	63 days

We will be closed for New Years Day on Wednesday 1<sup>st</sup> January 2025 and will re-open on Thursday 2<sup>nd</sup> January 2025.

### Summer Term – 1<sup>st</sup> April 2025 – 31<sup>st</sup> August 2025

Mondays	17
Tuesdays	22
Wednesdays	22
Thursdays	22
Fridays	21
	104 days

We will be closed for the following bank holidays: Friday 18<sup>th</sup> April, Monday 21<sup>st</sup> April, Monday 5<sup>th</sup> May, Monday 26<sup>th</sup> May and Monday 25<sup>th</sup> August.

### Total days open for academic year 2024 – 2025 = 247 days

Mondays	46
Tuesdays	50
Wednesdays	50
Thursdays	51
Fridays	50
	247 days

### Funding amounts (in hours) for the academic year

Funding can only be claimed the term after the child's relevant birthday. For example if a child is born on the 20<sup>th</sup> September, no funding could be claimed until January.

- 9 months – 2 years (only eligible the term after the child turns 9 months) = 570 hours
  - Families must apply online via [www.childcarechoices.co.uk](http://www.childcarechoices.co.uk)
- 2 years = 570 hours
  - Golden ticket – for families receiving certain government support – please search for 'Funded childcare for 2 year olds' on the Lancashire County Council website.
  - Working families – must apply online via [www.childcarechoices.co.uk](http://www.childcarechoices.co.uk)
- 3+ Years = 570 hours, Universal Funding
  - This is for all children the term after they turn three. You do not need to apply for this.
- 3+ Years = 1140 hours, Extended Funding
  - Eligible families must apply online via [www.childcarechoices.co.uk](http://www.childcarechoices.co.uk)

How we calculate your monthly invoice

- We calculate how many days your child will attend for the full year.
- We multiply this with the number of hours they are attending for each day.
- We then deduct the funded hours from the total hours attended.
- Any hours remaining will be charged at the hourly rate for the child's age.
- This amount will then be divided by 12 to give 12 equal monthly payments.

### Examples

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Sam attends on a Monday and Wednesday (9.5 hours a day) and receives 9 month-2 Year Funding (570 hours)  
 96 days x 9.5 hours = 912 hours attended  
 912 hours attended – 570 hours funding entitlement = 342 hours to pay for  
 342 hours x £7.70 per hour = £2633.40 to pay for the year  
 £2633.40 / 12 months = £219.45 per month

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Emily attends on a Monday, Tuesday and Thursday morning (3.5 hours a day) and receives 2-year funding (570 hours).  
 147 days x 3.5 hours a day = 514.5 hours attended  
 As the total number of hours attended (514.5) is less than the funded entitlement (570), there would be nothing additional to pay other than the non-core service charge.

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Hallie attends on a Monday, Wednesday and Thursday all day with an early finish (8 hours) and a Friday morning (3.5 hours). She is 3 and is entitled to the extended funding.  
 147 days x 9.5 hours a day = 1176 hours  
 50 days x 3.5 hours a day = 175 hours  
 1351 hours attended – 1140 hours funding entitlement = 211 hours to pay for  
 211 hours x £7 = £1477 to pay for the year  
 £1477 / 12 = £123.08 a month

Tax Free Childcare – Visit [www.gov.uk/tax-free-childcare](http://www.gov.uk/tax-free-childcare) to apply. For every £8 you pay in to your tax-free childcare account, the government will pay in £2 – you can then use this to pay your childcare fees. You can get up to £2,000 for each of your children per year.



## Terms & Conditions

- Payment must be made by BACS, or by cash. BACS is preferred. We no longer accept cheques. We accept payment by Tax Free Childcare. Should you wish to pay using an alternative childcare voucher scheme please get in touch prior to registering your child.
- Any missed sessions must be paid for in full regardless of reason for absence.
- Any additional sessions will be added to your next invoice. Failure to pay for additional sessions will result in all future requests for additional sessions being denied.
- Any changes to sessions must be requested in writing. There are no guarantees that changes to sessions will be accommodated. If a change is possible, you will need to provide 1 months written notice of the change.
- Fees are due on the last working day of the billing period. For example, a September bill needs to be cleared on the last day in September. If an invoice is not cleared by the last day of the month, the child may be unable to attend until the invoice is cleared. Morecambe Day Nursery reserves the right to refuse entry on these terms.
- Late fees will be charged at £5 a day.
- If fees are not cleared a week from the invoice due date, we will assume the place has been forfeited and will remove the child from our registers. Payment of owed fees will still be due, plus a one months' notice period taken from the seventh day after the invoice was due. We reserve the right to pass your details to external agencies to collect owed funds.
- Fees are reviewed annually, and we reserve the right to make any amendments to the fee structure.
- We require 4 weeks' notice if you wish to withdraw your child from Nursery. Your child does not need to attend during this time; however, you will still be charged. Should you fail to pay for any sessions within a notice period, we reserve the right to instruct a third party to collect any owed monies on behalf of Esprit Nursery Limited.
- Any discounts applied to the Fees Schedule are non-transferable and made at the Directors discretion.
- The non-core service charge for consumables will be added to invoices. This is a voluntary charge but covers all snacks, drinks, activities and resources above the statutory minimum. If you wish to provide your own snacks, drinks, activities and resources to negate this charge, please speak to the Manager who will provide you with a list of resources required relevant to the weeks planning. Please note any snacks provided will be required to mirror the Nursery offering - details of this can be provided if necessary.
- We do not charge for bank holidays, closure days at Christmas or for staff training.
- Morecambe Day Nursery closes over the Christmas period.
- We reserve the right to close for 16 days in the calendar year. We are closed on all bank holidays, and we close over the Christmas period. We may also close for staff training. You will not be charged for this. Closure dates for the year will be released at the beginning of the academic year (September).
- Any overpayments of fees will be used as credit towards your next invoice. No refunds will be given.
- By registering your child with Morecambe Day Nursery, you accept these terms and conditions.