

# Nursery Fees Policy



## Oakmeadow CE Primary and Nursery School

Adopted June 19

To be reviewed June 20

### Nursery Fees Policy and Guidance Notes

#### Overview

Ladybirds is part of Oakmeadow Primary School and is situated at the front of the building. Our nursery is led by a qualified teacher and a team of experienced teaching assistants. We have been rated Outstanding in our most recent Ofsted. We have places for 2, 3 and 4 year olds. 24U, funded and paid places are available.

At Ladybirds, we are committed to offering children an experience that will foster and nurture a love of learning. We build secure and trusting relationships which allow our children to flourish within a safe and stimulating environment.

We develop effective relationships with our parents and carers, encouraging them to be involved in all aspects of the children's learning. We are fully aware of the wealth of knowledge that parents possess about their children and we work in partnership with them to ensure the best possible outcome for each and every child.

Ladybirds embraces the Early Years Foundation Stage (EYFS), a principle-led, child-centred and play-based framework. Our approach is guided by the effective characteristics of learning outlined in the EYFS: Creative and critical thinking, playing and exploring and active learning. These characteristics shape a child's future success as a learner. We take great pride in our daily provision, our fabulous outdoor area and a real commitment and focus on outdoor learning, including a trained forest school leader.

One of the tremendous benefits of our Nursery is the opportunity to progress into our Reception Classes and then continue on an educational journey through Oakmeadow. Our Reception Classes and Nursery form a cohesive Early Years department ensuring that your child's transition is seamless.

Ladybirds Nursery is led by a qualified teacher and a team of experienced teaching assistants. We have been rated Outstanding in our most recent Ofsted.

#### Fees

We have places for 2, 3 and 4 year olds. 24U, funded and paid places are available. A form for Nursery free entitlement & paid sessions for parents can be found in Appendix 1.

A discount of 20% for paid provision is offered for children of Oakmeadow staff who wish to attend the nursery.

For more information please email [Judith.Hoy@oakmeadowprimary.co.uk](mailto:Judith.Hoy@oakmeadowprimary.co.uk) or call 01743 875020.



**APPENDIX 1**

**NURSERY FREE ENTITLEMENT & PAID SESSION FORM FOR PARENTS**

**XXXX TERM 2019 SESSIONS REQUIRED**

| To be completed by the Provider: |                                     |                                       |                            |          |                          |
|----------------------------------|-------------------------------------|---------------------------------------|----------------------------|----------|--------------------------|
| Name of establishment            |                                     | Oakmeadow CE Primary & Nursery School |                            |          |                          |
| Ofsted Registration No:          |                                     | 135787                                |                            |          |                          |
| Contact Person                   |                                     | Mrs Williamson 01743 875020           |                            |          |                          |
| Term                             | Spring                              | Year                                  | Weekly Funding Entitlement | 15 hours | <input type="checkbox"/> |
| (Please tick relevant box)       | <input checked="" type="checkbox"/> | 2019                                  | (please tick relevant box) | 30 hours | <input type="checkbox"/> |
|                                  | <input type="checkbox"/>            |                                       |                            |          |                          |
|                                  | <input checked="" type="checkbox"/> |                                       |                            |          |                          |
|                                  | Autumn                              |                                       |                            |          |                          |

| To be completed by the Parent/Legal Guardian:   |  |
|---|--|
| Child's Full Name   |  |
| Date of Birth:  |  |
| Full Address:   |  |
| Postcode:   |  |
| Telephone Number:   |  |
| I wish my child to attend the following hours on the following days and request that this setting make a claim for Early Years Free Entitlement on my behalf: |  |
| <b><u>FUNDED HOURS- Please mark with an F (for funded) in the box next to the session required.</u></b>   |  |
| <b><u>PAID HOURS - Please mark with a P (for Paid) in the box next to the session required.</u></b>   |  |

| Day       | Breakfast<br>8.00 – 9.00am<br><b>(1 hr funded or £4.00 paid)</b> | Morning<br>9:00 – 11:30am<br><b>(2.5 hrs funded or £10.00 paid)</b> | Lunchtime<br>11:30-12:30pm<br><b>(1 hr funded or £4.00 paid)</b> | Afternoon<br>12:30 -3:00pm<br><b>(2.5 hrs funded or £10.00 paid)</b> | After School<br>3.00 – 5.30pm<br><b>(2.5 hrs funded or £10.00 paid)</b> |
|-----------|--|---|--|--|---|
| Monday    |  |   |  |  |   |
| Tuesday   |  |   |  |  |   |
| Wednesday |  |   |  |  |   |
| Thursday  |  |   |  |  |   |
| Friday    |  |   |  |  |   |

**My child also attends another setting for the following hours**

| Name of setting/s | Number of hours | Number of hours claimed |
|-------------------|-----------------|-------------------------|
| Monday            |                 |                         |
| Tuesday           |                 |                         |
| Wednesday         |                 |                         |
| Thursday          |                 |                         |
| Friday            |                 |                         |

I understand paid sessions will need to be applied for termly and will only be allocated after requirements for funded hours have been met. Please see over for maximum number of hours that can be claimed.

Signature (Parent/Carer) \_\_\_\_\_

Date \_\_\_\_\_

Maximum claim over 1 day is 10 hours

Minimum claim for any child is 2 hours

| Parent/Legal Guardian declaration |   | Circle Yes |
|-----------------------------------|---|------------|
| 1                                 | I confirm that I am the parent/legal guardian of the child named overleaf   | Yes No     |
| 2                                 | I confirm that the child named overleaf will be attending this Provider's establishment for the hours shown overleaf  | Yes No     |
| 3                                 | I confirm that that the date of birth shown is correct.   | Yes No     |
| 4                                 | I confirm that I am not claiming Early Years Free Entitlement funding for more than 15 hours per week in total (or 30 hours per week if entitled) either at this Provider's establishment or where funding is split between two Provider's, including Nursery Classes at Local Authority Schools ( as shown above if necessary) | Yes No     |
| 5                                 | I confirm that I will be responsible for payment for any hours attended by the child shown which are not funded by the Early Years Free Entitlement   | Yes No     |
| 6                                 | I understand that no nursery setting can claim on behalf of my child without this request form  | Yes No     |

|                               |  |
|-------------------------------|--|
| Signature (Parent / Guardian) |  |
| Date                          |  |

**Setting declaration**

We undertake to provide the childcare requested by this parent/carer. We will claim the Early Years Free Entitlement for the autumn term as appropriate and only charge for any additional hours.

|                      |  |
|----------------------|--|
| Signature (Provider) |  |
| Date                 |  |

**PLEASE NOTE: If you are claiming more than 15 funded hours you must obtain proof of entitlement from Shropshire Council in the term before the funding starts.**