

# Grove Hall Nursery

Fees Schedule (Grille des Frais) : Grove Hall Nursery – crèche DAY NURSERY

**October 2009 - September 2010**

Registration fees (non-refundable) **£50.00**

Frais d'inscription (non remboursables)

Deposit (required)

Dépôt de garantie (requis)

Lunch price is: £3.50 and dinner: 2.50 or lunch and Tea £5.50

Crèche Day Nursery Monthly / Weekly Fee Calculator :

[Fees are inclusive of Aptamil milk, fresh milk, breakfast, snacks and nappies](#)

## **Shorter hours : 8 hours with choices: 7:30am-3:30pm / 8:00am-4:00pm/8:30am-4:30pm**

- 1 Full day for 11 hours is £316.75 per month and 8 hours is £284.65 per month
- 2 Full days for 11 hours is £140.52 per week or £585.50 per month
- 2 Full days for 8 hours is £126.45 per week or £516.75 per month
- 3 Full days for 11 hours is £201.20 per week or £838.33 per month
- 3 Full days for 8 hours is £181.08 per week or £754.50 per month
- 4 Full days for 11 hours is £268.26 per week or £1117.78 per month
- 4 Full days for 8 hours is £241.43 per week or £1006.00 per month
- 5 Full days for 11 hours is £309.93 per week or £1291.47 per month
- 5 Full days for 8 hours is £278.95 per week or £1162.32 per month

### **Minimum Attendance: 2 Full days : short or long hours**

Attendance in excess of the minimum required will be billed to Parents in accordance with the fees schedule set- out above.

**Adaptation Fee:** £8/ hour

**Extra hour:** £18/hour payable on the day; notice of 24 hours is required before attendance.

**Extra days :**£75 per day payable on the day

**Lunches:** OPTIONAL, lunch £3.50, dinner £2.50 per day inclusive of Fresh Milk, Fruit Juice, Fruit and freshly cooked lunches every day. Children's special **dietary** needs, **allergies** and preferences are fully known and respected. Weekly Menu available for all different groups. Parents are invoiced monthly in advance. Refunds and exchanges are not acceptable.

Packed lunches prepared by parents can be re-heated.

**Swimming :** Full day care children are not charged

- Only ONE change to the attendance of your child during the year
- One to three months break: 3 months notice is required to qualify for a 50% reduction in normal fees
- Over three months break: no place is kept and the child returns to the waiting list.

## **Grove Hall Nursery**

### **NOTES applicable to Fees :**

1. **Registration Fee:** Upon registering a child to the nursery, an administration fee of £50 plus the first month's fee becomes payable. Should a place not be taken up by the parent/carer the initial registration fee and first month's fee is non-refundable. If notice of non-commencement at the nursery is less than one month prior to the start date a second month's fee will become liable for payment. Should the nursery be unable for any reason to offer the place, then first month fee will be refunded. Advance reservations, of over five months are subject to reconfirmation by the parent/carer at three months prior to the start date. Failure to reconfirm will result in loss of the placement. If a place is offered then we will send you our **Terms and Conditions** and an **Acceptance Form. Final confirmation of a place is subject to** the school offering a place and parents agreeing to the School's Terms and Conditions and paying a **(£500 deposit for all year round attendance & Equivalent to the First Term's fees )** which will be held in accordance with the terms and conditions.
2. The **deposit** will be held without interest as part of the School's general funds and will be refunded or credited to fees for the term in which your child leaves the School.
3. **The Nursery Year:** The nursery year will commence on the 1st. January each year. All children admitted are subject to Grove Hall Nursery Policy.
4. **Minimum Booking:** A minimum number of sessions per week are applied. Please refer to our Fees Schedule.
5. **Fees:** All fees are payable to Grove Hall Nursery in advance. Grove Hall Nursery undertakes to accept children into the nursery for the specified sessions agreed and to provide each child so entrusted with the levels of care laid out by the Registration and accepted practice. Fees cover nappies and baby formula, but fees do not cover incidentals such as sun creams, lunches, outings, extra curricular and after school hour activities, etc. Unless otherwise agreed in writing all fees after the registration fee and fees are payable in advance.

#### **Fee charges for all year round attendance:**

Parents are required to arrange their regular monthly payments to the school. All payments are expected to have your child's name as reference.

There are a number of ways in which you can arrange your payments:

**Standing Order** – please send the enclosed form to your bank

**Cheque payments** – made payable to Grove Hall Nursery

**Standing Order or BACs to:** HSBC Bank Plc, 5 Wimbledon Hill Road, London SW19 7NF

Account Name: Grove Hall Nursery Sort-code: 40-07-30 Account No: 12000237

SWIFT CODE: MIDLGB22 IBAN CODE: GB02MIDL40073012000237

6. **Fee Calculation:** Term Time Fees are fixed for each quarter. Day Nursery Fees are calculated from the published rates to reflect equal monthly instalments over a twelve month period. The nursery calculates the twelve month period as fifty weeks and not fifty two weeks. This is so that the Christmas shutdown period and public holidays are taken into account. This calculation also ensures that the monthly payment remains fixed for each calendar month, irrespective of how many weeks there are in that month.

7. A **discount of 5%** (from **September 2009**) is available on the fees of the *second* child attending Grove Hall Nursery.
8. **Other costs** such as outings incurred by or on behalf of the child will be charged as extras.
9. **Cheques** must be made payable to "Grove Hall Nursery" and all correspondence regarding fees and extras should be addressed to the Office.
10. **Changes to child's attendance** should you wish to change your child's attendance, three (3) weeks notice in writing is required by the school Office prior to attendance changes.
  - a. Only **ONE change** to the attendance of your child during the year
  - b. Under three months break: fees dues are 50% of the normal fees to keep the child place
  - c. Over three months break: no place is kept and the child returns to the waiting list
11. **Cancelling Acceptance of a Place or Withdrawal:-** Your attention is drawn to clauses 12 and 13 of the Standard Terms and Conditions. A three month notice in writing is required prior to the proposed cancellation or withdrawal from the School and or Day Nursery otherwise the three month fees in lieu of notice will become due and payable as a debt.
12. **Absence From the Nursery:** All fees are payable at all times, even when a child is absent from the nursery for whatever the reason.
13. A **Late Pick-up Fee** is charged to parents who need to pick up their child after normal collection time. At present the late pick up charges are: during working hours: £5 per 15 minutes and after working hours ( 6:30pm): £5 for 5 minutes.
14. **Arrears:** Where fees become outstanding for more than fourteen days, the nursery reserves the right to exclude the child until such time as the fees are paid. During any such exclusion period the normal full fees are payable. Invoices are payable upon receipt and will be subject at 10% surcharge if not settled within seven days of the date of invoice. Interest on outstanding balances of thirty days or more will be charged on a monthly basis at 3% above the Bank Base Rate.

These notes are subject to the Standard Terms and conditions, a copy of the current edition of which will be supplied on request.