



# Bridport Fees

1<sup>st</sup> July 2010 – 31<sup>st</sup> March 2011

You can choose, book, and pay fees, by either **SESSIONS** or **HOURS**

**REGISTRATION FEE** - £50 registration fee contributes to administration and management costs, setting up and starting arrangements for your child, incl. Developmental Profile, and Welcome Pack.

**NO EXTRA CHARGE:** all fees are fully inclusive of breakfast, morning/afternoon snacks, and drinks. Nursery fees are also fully inclusive of personal care items, incl. nappies/creams.

**BROTHERS and SISTERS:** 5% sibling discount applied on your child's account with lowest fees.

You can choose, book, and pay fees, by either **SESSIONS** or **HOURS**

<b>SESSIONS</b>		<b>Nursery 0 - 3yrs</b>	<b>Preschool 3yrs &amp; 4yrs</b>	<b>Play Club 4yrs -11yrs</b>
Sunrise	7am-8am	4.50	4.25	
Sunset	6pm-7pm	4.50	4.25	
Sunny Morning	8am-1pm	19.00	17.00	
Sunny Afternoon	1pm-6pm	19.00	17.00	
Sunny Day	8am-6pm	36.00	33.00	
Sunny Week	Day x 5	160.00	140.00	
Additional midday hrs	Up to 2	4.00	3.80	
Holiday Club	8am-4pm			18.00
School Starter	12pm-3pm			9.00

**OR**

– choose either **SESSIONS** or **HOURS** – *can't be combined.*

<b>HOURS</b>	4.00	3.80	
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<b>Optional Extras</b>			
Hot Meal	2.00	2.00	2.00
Safety Escort - Bridport Schools		1.60	1.60
Safety Escort – villages – ask for options		2.20	2.20

**INTRODUCE A FRIEND** – *get valuable credit added to your child's account* – see T&Cs over.

**NO CHARGE** for Fun with French, Splash n' Swim, Woodland Walks, Kinder Musik, Baby Massage, Funky Monkey, and all other special activities – *only whenever available.*

**FREE EARLY YEARS ENTITLEMENT** - if your child is eligible for free entitlement you can book up to 15 hours per week free of charge – terms and conditions apply.

The Holiday Club will be located at our Dorchester Play Club – price includes transport from Bridport to Dorchester and return journey. You may add up to 2 further hours to the Holiday Club session but children will have to be collected from Dorchester.

**Sunny Days – the best for your child – peace of mind for you**

# TERMS and CONDITIONS for the BOOKING and PAYMENT of FEES

These are taken from the terms and conditions in registration pack and relate to fees only.

18. Parents can choose, book and pay fees, by Either Sessions or Hours – these options cannot be combined – please choose, complete and submit appropriate booking form. All hours booked must be complete NOT part hours.
19. Confirmation of booking and any subsequent monthly changes of booking must be requested a month in advance in writing on a Booking Form, and which must be received before the 1st of the month for the following month e.g. before 1st January for February.
20. If no booking form is received, then your child's previous month's attendance will be assumed and charged accordingly. The last Booking Form is taken as your child care requirement and auto rolled forward.
21. Invoices will be available on the Parent Portal to view electronically by about the 20th of every month. If you would prefer a paper invoice please request this from the Nursery Manager.
22. Fees must be paid in advance before the 1st of every month e.g. before the 1st February for February. Fees which remain outstanding after the 1st of the month will attract a late payment charge of £25 per month, and may also attract an interest charge of 8% caused by your arrears – see 25 & 26 below.
23. We accept your payments by Direct Debit, Standing Order, cash, credit/debit card, cheque with guarantee card, and also employer vouchers – please ask for a reference number and a form when setting up your payments by either Standing Order or by Direct Debit.
24. If you do not require your child's nursery place to be used, you will be charged 50% of their usual attendance, for a maximum of 20 days annually from his/her start date, providing you give notice on a booking form before the 1st of the month for the following month e.g. before 1st January for February.
25. Any account queries must be brought to the attention of the Central Administration Team before the 1st of the month, for that month's invoice e.g. before 1st January for January's invoice, and any agreed adjustments will be carried forward to the following month's invoice period. Any adjustments must not prevent payment of current month before the 1st of the month – see 22 and 26. We aim to resolve account queries within 14 days.
26. Late payment of fees may result in suspension and/or cancellation of your child's place – without notice – also see 22.
27. Continued late payments and/or failure to make payment shall entitle Sunny Day Nurseries Ltd to charge further interest, and additional charges, including all debt recovery costs and expenses, incurred in the collection of any late payments and/or any unpaid account. All Sunny Days administration and/or management time is charged at £25.00 per hour or part thereof.
28. Any payments that are cancelled will be subject to a cancellation charge of £25.00 and a further charge of £5.00 to set up the payment arrangements again.
29. If your child is dropped off early and/or collected late then the charge will be £5 for every 1 hour and you will be charged on the following month's invoice.
30. Fees are not refundable in the event of any absences – see 24 above. Your child's place will be retained open.
31. Trips and classes will be charged at cost. On trips hot lunch may be substituted with picnic lunch.
32. NHS Trust staff can receive a discount under agreement, providing Trust signed authorization received.
33. There will be a 5% sibling discount applied on the child's account with the lowest amount of fees.
34. Maximum discount on any account will not exceed 10%.
35. The registration fee contributes to the cost of setting up and starting arrangements for your child.
36. If your child attends for free entitlement hours only then no registration fee is required.
37. If your child attends for free entitlement hours only, you may book up to 15 free hours per week to suit your needs between 8am and 6pm to a maximum number of hours allowed per day. To claim your free entitlement your child's date of birth must fall between the specified dates and we must have received a signed parent declaration form.

## Introduce a Friend

If an existing customer introduces a new customer the following benefits are available. If you introduce a friend, credits are applied to your child's account, if your friend's child attends, as below:

- full time attendance i.e. 40 plus hours credit to your account = £100
- half time attendance i.e. 20 – 40 hours credit to your account = £ 50
- part time attendance i.e. up to 20 hours credit to your account = £ 25