

Updated: 1/09/23
Reviewed: 31/08/24



Rainbow Nursery Fees and Funding Policy (Including Early Years Grant Funding)

Rainbow Nursery Schools Ltd has four sites in the Richmond and Sheen areas of West London. As a private pre-school, we charge termly fees of £2601* for our morning places and £2100* for afternoon places at Sheen Common. These fees are reviewed annually and an *academic term's* notice is given of any changes to families on roll. We have a commitment to involve all of our community where possible and work closely with the Local Authority to provide access for a limited number of children from lower income families on fully funded places. These children are offered fully funded places for 15 hours and no additional charge is made for the enrichment activities we provide as part of our Early Years curriculum. There is an option to pay for extra hours not covered by funding.

There is a registration fee on accepting a place at Rainbow Nursery School in the form of a £500 deposit which is refunded against the *final term's* fees. This is non-refundable less than 8 weeks before joining. Notice received before this will incur an administration fee of £100.

In the case of a funded applicant no deposit will be taken. However, 4 weeks funding will be retained should they leave within the same term in lieu of notice.

We offer concession rates for multiple siblings who share the same DOB of 10%.

Sessions are held at:

Holy Trinity Church Centre (Sheen Park) 9am – 12.30 / 3pm with lunch club and extension &

Sheen Common Pavilion 8.30am – Midday (Morning Session), 12 - 12.30pm lunch club, 12.30 – 3pm afternoon session NB: all three sessions can be combined to provide 8.30am – 3pm

Sheen Common Pavilion 12.30 – 3pm afternoon session

Under the Rainbow, Christ Church – 9am – 12.30

Unitarian Church Hall, Ormond Road from 9.15 – 12.30pm with lunch club and extended session until 3pm Monday – Thursday

All of our nurseries are term time only.

Extended sessions with lunch club are available to extend the session to 3pm. These sessions are an add on, not an 'instead of', and command a separate fee. We do not offer afternoon sessions only at Sheen

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Park or Ormond Road. Children attending in the afternoons at these two nurseries must be on roll for morning places.

The nursery is able to provide a maximum of 24 places at Ormond Road, 44 places at Holy Trinity, 24 places at Christ church and 36 places at Sheen Common (split into 18 in the morning and 18 in the afternoon). For children aged between 2 and 5 years old.

The Nursery Education Grant is provided for all three and four-year-olds the term **following** the child's third birthday, and specific 2-year-olds with an identified need. It is intended to fund a maximum of five 3-hour sessions per week per term.

For fully funded places, once a child exceeds 15 hours or the maximum amount of funding per term, fees will be charged per hour exceeding the 15-hour offer. Additional fees are charged at £12 an hour exceeding their funding (£6 per session or £30 per week).

NB: The funding fee **subsidises** our full fee package for our **private full fee-paying families**, a child's place doesn't become 'free' once they become eligible for the funding payment as our fees cover a complete enhanced provision as detailed above. Fully funded places are limited and allocated to families in extreme need meeting specific criteria.

To receive the government Nursery Grant a pre-school must be registered with Ofsted, which requires them to comply with the Early Years Foundation Stage Welfare Requirements. These Standards promote a good quality of child care, but they demand a great deal from our dedicated and committed Rainbow staff. Many hours are spent meeting requirements in record keeping, form filling, planning, evaluating and updating/writing policy documents. Staff are committed to attend various training courses which Rainbow must fund and a portion of our fees is budgeted for Continued Professional Development of our teams.

Families eligible for the HMRC additional funding (30 Hours) will require a current funding code in advance in order to utilise it for our extended sessions. The maximum additional funding we can claim relates to the hours we operate after lunch club has been deducted. Therefore, our lunch club fee will be £6 and parents will be invoiced for this.

There will still be a portion of our enrichment hourly fee attached to the invoice to cover extra-curricular activities such as sports coaching, forest school, tennis, music and ballet for example. We are required to state that this is a 'voluntary' contribution, parents can have the choice to withdraw their child from certain paid activities we provide, however, should the majority of parents decline to contribute we will not be able to provide some or all additional enrichment activities above the usual programme we offer.

Early Years Pupil Premium Funding is allocated to specific children from lower income families. To find out if a child qualifies, the parent **must** complete the Achieving for Children Early Education Funding Form **in full**, to include National Insurance number and date of birth of respective parent. This funding goes directly to the preschool to enhance your child's preschool learning and is additional to the grant fee payment.

Nursery Education Grants are paid directly to the pre-school.

Nursery Education Grants are non-refundable and are transferable subject to the notice period being applied.

The fees are payable by the end of the first week of the month of each new term by BACS transfer / childcare vouchers, although flexible payment arrangements can be agreed individually with Mrs Wilkins.

We accept all childcare vouchers, please see our website for individual account details.

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Fees and grants are non-refundable in cases of absence, holiday, illness or quarantine for Coronavirus. We do not allocate 'make up' days for these days.

In the event of a nationwide lockdown, parents will not be charged for the period of closure where it occurs at the start of a new term. Parents will only be invoiced for the period of reopening and will have a choice to attend but will be required to pay for the place in line with our notice period. Where full lockdown occurs part way through the term, no refund will be given as per the terms of our agreement.

A full academic term's notice is required in writing and *in advance* in order to remove a child from the nursery and to prevent a term's fees being invoiced in lieu. For clarity, September 1st to leave in December, January 1st to leave in March and 1st April to leave in July. We expect children joining Rainbow to remain with us until the natural transition stage of moving on to Reception at a local school. Notice is not required for these children.

Should fees remain outstanding, and reasonable alternative arrangements not agreed with Rainbow Nursery School, an email requesting payment of outstanding fees within 14 days after the date fees were due will be sent to parents. If still unresolved, a letter giving seven days' notice to proceed through a County Court Judgement will be issued. Should no further attempt be made by the parents to agree any alternative arrangements the matter will be referred to our legal advisor and recovery of the outstanding fees will be made through the local court.

From September 2021, we are offering extended sessions with a lunch club from 12.30 – 3pm, Monday – Friday, at Sheen Park. These sessions are charged at £29 and are booked in advance. Ormond Road will have 4 extended sessions per week charged at £30 each. We are able to bolt both Sheen Common sessions together and provide 8.30 – 3pm care, Monday – Friday, term time, and the extended session is charged at £30.00.

Rainbow is committed to addressing Special Educational Needs and is an inclusive environment. Application may be made to the local authority to access additional funding available based on an individual basis. Rainbow is proud to be recognised as a SEND Hub within the Boroughs of Richmond & Kingston.

Our children all wear smocks which is part of what makes Rainbow special. They are chosen by the family upon joining. They are handmade and are charged at £40. Should a family be unable to afford this purchase, the nursery will provide a 'preloved' one so that the child feels included. We also make a charge for our book bags which are part of our lending library and also a great way of transporting creations and artwork. These are charged at £10 and again should a family be unable to afford this charge a bag will be provided as part of our inclusive commitment.

Legal framework and relevant Acts of Parliament that form the foundation of the legal requirements for this policy or procedure:

- Equalities Act (2010)
- Safeguarding Vulnerable Groups Act (2006)
- Children Act (1989 s47) Protection of Children Act (1999)
- Data Protection Act (1998)
- The Children Act (Every Child Matters) (2004)

Further guidance can be found at: www.legislation.gov.uk, or www.hse.gov.uk, or other government websites.

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I confirm that I have read and understood the terms and conditions outlined to me in this policy and my commitment to Rainbow. I understand that payment is required in full by the terms outlined and that failure to pay for this service may result in Rainbow Nursery Schools Ltd taking legal action to recover monies owed to them.

Signed:

Date:

Parent of:

Signed on behalf of Rainbow Nursery Schools Ltd:

Date:

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