

Junior and Tiny Tots

Fee structure as of January 2017
We accept childcare vouchers
We offer 15/30 nursery education grant.
Contact number Kamal 07540 177 566
Address 6 Hazelwood Drive, Pinner, HA53TT
Our Ofsted registration number EY430259



Opening times 07:30 –18:30.
Wrap around care available
Deposit – 100% of your monthly fee
Registration fee - £100
Deposit and Fee is required to secure a space for your child.

Fee Structure £6.00 per hour
Pick up and drop off charge £2.50 each way
Session times to be agreed on commencement
Monthly charges are calculated as:

Weekly contracted hours x £6(rate per hour) + weekly pick up/drop off fees x 38 (weeks) / 12 months
E.G. 30 contracted hours per week with 5 days pick up and drop off charge, will cost $30 \times 6 = 180$, then $180 \times 52 = 9360$ per year, $25(\text{drop off and pick up charge}) \times 38 = 950$ per year
Then $9360 + 950 = 10310.00 / 12 = 859.17$ per month

Your contracted hours are _____ Your new monthly payment will be _____

A fully refundable registration fee of £100.00 and 1 month deposit fee is required to register your child on the waiting list, which is refunded on the final Invoice. Payments to be made to Junior and Tiny Tots, Santander sort code 09-01-28 account number 90704805, fees must be received by the start day, **please put your child's full name as reference.**

Should you wish to withdraw your child from the setting or change attendance days/times, a six week written notice must be provided. In the absence of the full notice period the deposit and registration fee will be retained.

Invoices are provided at the end of each calendar month and payable within 7 days of receipt of invoice, as monthly payments will be the same each month, we suggest you set up a direct debit and you will be billed separately for any additional day care you have used that month. We reserve the right to exclude any child from the setting if the fees are more than 2 weeks in arrears without prior agreement.

All absences from the setting will be charged including drop off and pick up charges. There are no reductions for holidays, bank holidays or sickness.

As we are open throughout the year the 15/30 hours Nursery Education Grant is stretched over 50 weeks, as stretching it over 52 hours doesn't provide us with a whole number. This means your child is entitled to 11/22 hours of funding per week, the funding is less than our hourly charge and the difference will be payable. If you are offered the 30 hour funding, you will need to provide the reference number provided by the council.

As of January, the setting is open from 07.30 hrs – 18.30 hrs. The Childminder must be notified in advance of any changes to your child's arrival and departure times. A late pickup charge of £7.50 per **quarter** hour is payable for collection after 18.30 hrs. The setting must be informed if any child is absent. This can be done by calling the setting after 07.00 hours or preferably the evening before (not later than 21.00).

The food provided by the parent for their own child, will be liable for the food preparation and the setting cannot take responsibility for the preparation of the food prior it being bought into the setting.

If parents are providing previously prepared infant powder formula feeds we suggest that they follow guidelines outlined by the Department of Health and Food Standards Agency.

The parent / carer of a child attending the setting must inform the setting manager if the child has been in contact with an infectious disease, or has been unwell the day before.

If any child is unwell they must not be brought into the setting. If a child becomes unwell during the day we will contact you to collect them and take them home.

Children who are receiving short-term medication as a result of an illness must not attend the setting until they have been given at least 2 doses of medication. Children suffering with diarrhoea/sickness will be excluded for a minimum period of 48 hrs from last sickness/diarrhoea. Children suffering with conjunctivitis will be excluded for a minimum period of 24 hrs. The setting staff will administer medication authorised by the parents with the necessary signed consent forms, medication is to be prescribed by the doctor and have the child's name.

A full list of activities that the children take part in is available. If you do not wish your child to take part in specific activities please inform your key worker.

Every child should attend the setting with suitable clothing for the weather. Spare clothing should also be provided. All items of clothing should be marked with the child's name. The setting cannot take responsibility for items left at the setting.

Children are not permitted to bring money, jewellery or other valuables with them without prior agreement. Neither must they bring any toys or belongings from home except comforters.

Should any child /parent, in the opinion of the setting manager, be consistently behaving in an aggressive or unreasonable manner, the parents may be required to seek alternative day care.

Any changes of address or telephone number must be notified to the setting manager immediately.

Any persons using the parking area does so entirely at his or her own risk, we ask that you use the setting parking safely and consider neighbours, other parents and pedestrians. The setting cannot accept any responsibility for injury, damage or loss to visitors, children, vehicles or property.

Should you wish for another to pick up your child, you must inform me of their full name, and select a password, or your child will not be released from the setting.

We _____ and _____
Agreed that I have understood the above terms and conditions, and agree to abide by them.

Signed _____ Date _____