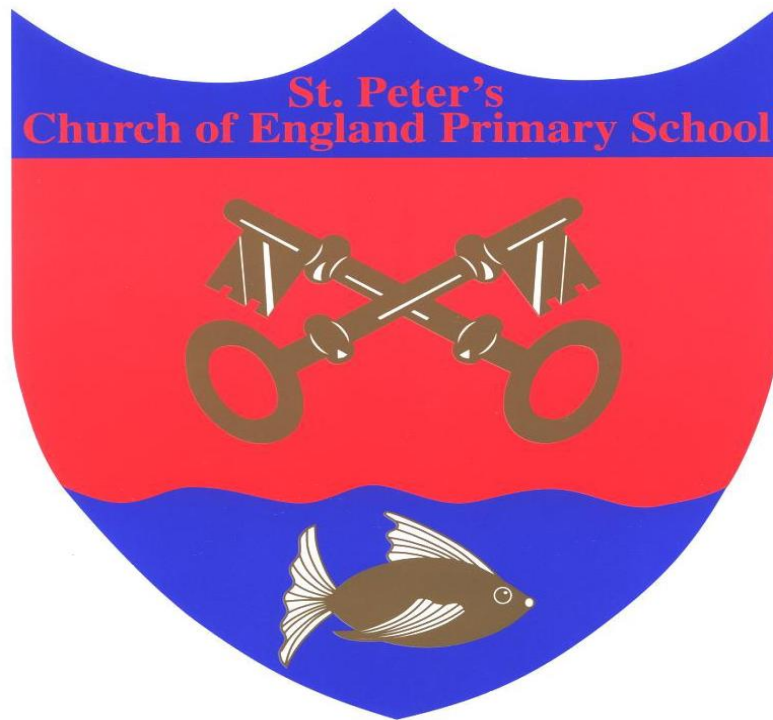


ST. PETER'S CHURCH OF ENGLAND
PRIMARY SCHOOL



TERMS & CONDITIONS FOR PAID PLACES AT
ST. PETER'S NURSERY

**By admitting your child to St. Peter's Nursery
you are agreeing to the terms set out in this document.**

Session Times

AM Session only - starts 8:30-8.45am - ends 11:15-11.30am

PM Session only - starts 12:30 -12.45pm - ends 15:15- 15:30pm

Charges per day

1/2 Day (AM or PM) - £23.70

30 hour extra charge - £3

Dinner fee £2.55

Charges still apply in the event that your child is absent as set out in the following Terms and Conditions:

Terms and Conditions

Charge for places

The charge is for the place and not attendance, this is due to staff having to be already in place to support the children. All fees are charged weekly and are payable on a Friday once attendance has been completed for the week. Fees will be invoiced to the person(s) named on the registration form. Fees are payable during periods of absence from Nursery, including sickness and holidays.

Sickness

If your child is sick on one of their regular days, payment is still required, this is due to staff having to be already in place to support the children.

Holidays and Medical Appointments

If at least one week's prior notice is given of a planned absence for the purpose of holiday, or medical appointment, only half of the fee will be charged for each paid session absent. If at least one full week's notice is not received, full charges will be applied.

Payment

Payment can be made electronically via Arbor, you will receive an invitation via e-mail to join Arbor following your child's admission to St. Peter's Nursery.

Closure

Charges only apply during term time. We will endeavor to always give as much notice of school closures as possible, in the event that the school has to close at short notice on a day we would ordinarily be open no charge will be applied.

Late pick up fee

Please note that there is a fee if you are running late to pick up your child, as we will have to pay staff to stay later. You will be charged £5 for every half an hour you are late. Please contact the office to let us know what time you will get to school.

Withdrawal

Should you choose to withdraw your child from St. Peter's Nursery we would appreciate at least one month's notice before your child leaves. If one month of notice is not given, you will be charged for all remaining sessions for that month. We kindly request that you settle any outstanding balances prior to your child leaving.