



Southwold Primary School – Nursery Funding and Charges



This information is provided to assist you in understanding how our nursery operates and how your child’s place is funded or paid for. When you request a place we will ask you to complete a registration form and a funding form for free childcare for 3 to 4-year-olds and some 2 year-olds. This funding form must be completed for all applications for free childcare at our nursery.

Who pays for your child’s nursery place

WHAT’S FREE?

All 3 to 4-year-olds in England can get free early education or childcare. This starts the term **after** the child’s 3rd birthday and **you can claim up to 15 hours per week during the academic year** (the normal school year).

Some 2-year-olds are also eligible for 15 hours free childcare, for example if you get certain benefits. If you are eligible, it would start the term **after** the child’s 2nd birthday. These are called “Golden Ticket” places.

The free early education and childcare must be with an approved childcare provider – **Southwold Primary School Nursery is an approved childcare provider** for children aged 2-to-4-years.

The free early education and childcare stops when your child starts in reception class (or reaches compulsory school age, if later).

To find out if you are eligible to claim additional funding over the statutory entitlement of 15 hours up to a total of 30 hours per week, please visit <https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds> . If you are entitled, an 11-digit code is generated, and you need to let us know the code so that we can use it to guarantee your child’s nursery place and funding. Please note that once a code has been confirmed the **funding begins at the start of the following term**.

More information on free childcare and your options can be found online at <https://www.gov.uk/help-with-childcare-costs> Please ask if you would like a printed copy of the information.

WHAT DO YOU NEED TO PAY FOR?

You would pay for any nursery sessions the child attends **before** they are eligible for free childcare. This is because basic free (funded) childcare always starts **the term after the child’s 3rd birthday** (or 2nd birthday if you are eligible for that extra funding).

You would pay for additional sessions taken over and above the 15 hours early education funding for 3 to 4-year-olds, and eligible 2-year-olds. **An additional nursery session costs £12 for up to 3 hours**. We offer a maximum of 30 hours per child, per week, term-time only.

If your child attends in the mornings and you would like them to stay for lunch, you pay for their care and supervision over the lunch break. This is charged at £3.00 and children can bring a packed lunch, or the charge is £5.30 if you would like them to have a school meal.

There is no discount for siblings. Each child’s funding and any additional chargeable sessions is unique to that child.

WHAT HOURS AND SESSIONS DO WE OPERATE/OFFER?

We are open from 9.00am to 3.00pm, Monday to Friday throughout the school year (but not school holidays or bank holidays)

Morning sessions are 9.00-12.00pm. Afternoon sessions are 12.00-3.00pm. Whole day (2 joined sessions) is 9.00am-3.00pm.

We offer a maximum of 30 hours per child, per week, term-time only.

| A CLOSER LOOK AT OUR ARRANGEMENTS: | | |
|---|--|--|
| A child attending for a morning session: | | |
| 9.00-12.00 | | |
| Early years funded, 3 hours | | |
| A child attending for a morning and lunchtime session: | | If the child is not using the full 15 hours funding the hour of lunch can be included in the funded hours. |
| 9.00-12.00 | 12.00-1.00 | |
| Early years funded for 3 hours | £3 extra with packed lunch, £5.30 extra with school meal | |
| | | A child attending a lunchtime and afternoon session: |
| | | 12.00-3.00 |
| | | Early years funded for 3 hours and optional school meal available at a cost of £2.30 if no packed lunch |
| A child attending for a full session (am or pm): | | |
| 9.00-12.00 | 12.00-3.00 | |
| Early years funded, 3 hours | Early years funded, 3 hours and optional school meal available at a cost of £2.30 if no packed lunch | |
| Note: see end of page for some examples of funded and paid sessions. | | |
| HOW AND WHEN DO YOU PAY? | | |
| Fees are payable in advance. The amount to pay is determined by the planned sessions your child will attend for the coming term. Fuller information is included the Nursery Fees Policy . Please be aware that some missed sessions are chargeable depending on the reason for absence. | | |
| You will receive an invoice at the beginning of each half term. We keep a record of every child's attendance and we use this to work out any additional charges, including lunchtime care (where applicable) and any extra nursery sessions over your statutory entitlement. | | |
| You are required to pay these invoices when requested and within two weeks of the invoice date. | | |
| All payments are made via our online payment, Schoolcomms School Gateway and specific instructions are given on the invoices. | | |

Scenarios:

A child attends 5 mornings (15 hours funded). There is nothing extra to pay.

A child attends 5 mornings (15 hours funded) and stays until 1pm once a week with a packed lunch. You would pay £3 for the lunchtime care only. If they had a school lunch, you would pay £3 for the lunchtime care and £2.30 for the meal.

A child attends 5 mornings (15 hours funded) and 5 afternoons and is eligible for 30 hours funding, they have a school lunch every day so the cost would be just for the meals, so 5 x £2.30 = £11.50 to pay.

A child attends 3 whole days using 15 hours funding for 3 mornings and 2 afternoons: you would pay for the 6th session at £12.00 and £2.30 for a cooked lunch if they do not have a packed lunch. On the other days, there would be no extra charge for lunchtime care as they would use two funded sessions to make a whole day. You would just need to pay £2.30 for a cooked lunch if they do not have a packed lunch.

Please ask at the school office if you are not sure what you are entitled to or what extras are chargeable. We are happy to help.