

TINKERBELLS DAY NURSERY AND OUT-OF-SCHOOL CLUB

West Avenue, Smallwood, Redditch, Worcestershire B98 7DH

Tel: 01527 67776

Website: www.tinkerbellsnursery.co.uk Email: tinkerbello1@btconnect.com
laura@tinkerbellsnursery.co.uk



CONDITIONS OF TINKERBELLS NURSERY & OUT-OF-SCHOOL CLUB

- 1. A sum of £25 (not returnable) must be paid as deposit on registration**
- 2. Fees must be paid weekly or monthly in advance by cheque, cash, standing order or childcare vouchers**
- 3. Four weeks' notice, in writing, is required should your child be leaving the nursery, alternatively one month's fees in lieu. This includes children who are entitled to the free Nursery Education Funding a full four weeks will be charged if you do not give notice. (Please note this is within the Worcestershire county councils guidelines)**
- 4. Full fees are charged for full and part time children for weeks shortened by bank holidays and also for periods of absence due to sickness and occasional days off. This also includes days where we are unable to open due to bad weather or other circumstances out of our control**
- 5. Nursery allows half fees for four weeks per nursery year due to holidays. This is calculated into your bill at registration**
- 6. Returned cheques, plus all incurred bank charges must be paid by the individual parents immediately**
- 7. 5% discount will only be given if fees are paid monthly in advance by either standing order, internet transfer or childcare vouchers, these payments must be received by 6th of each month to qualify for this discount**
- 8. An extra 5% discount will be given to parents with more than 1 child in nursery**
- 9. From time to time it may be necessary to review the hours of attendance of the children that purely access their funded hours at Tinkerbells, this is to ensure that we make the best possible use of the hours and resources available to us. If it does become necessary for you to change your child's hours of attendance, one month's notice will apply**
- 10. The nursery opens daily Monday to Friday from 7.30am to 6pm. We ask for every effort to be made by parents to keep within these times. A £5.00 fee will be charged for attendance within the first 15 minute period outside the billed times, a further £5.00 fee will be charged for each additional 15 minute period thereafter**
- 11. Please ensure that the nursery have emergency contact numbers at all times**
- 12. Your child must not be in nursery if he/she has a contagious disease, infection, high temperature, diarrhoea or sickness. Children will not be admitted for 48 hours following any incident of either sickness or diarrhoea**

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- 13. The manager or officer in charge must be notified verbally by yourself if anyone other than the named parents on the enrolment form is to collect your child. Proof of identification will be sought on arrival**
- 14. Mobile telephones, digital camera (including all hand held devices capable of photographic imagery) are NOT to be used on the premises at any time**
- 15. For children who received 3 and 4 year old funding - I give Tinkerbells my consent to receive confirmation and any further notifications from the local authority to be able to validate my 30 hours eligibility code.**