

Number 9

The Nursery

Working together to release your child's full potential

Registration Fee and Deposit

We require you to pay a registration fee of £50.00 and a deposit of £100.00 to secure your child's place.

Our registration fee is non-refundable. You will receive a clothes bag in which to keep your child's spare clothes, as we do not allow carrier bags on the children's pegs.

The deposit of £100.00 is held until your child leaves the Nursery. Your deposit will be deducted from your final month's fees when your child leaves the Nursery, providing that you have given a full month's notice as per your Parent Contract and your child has been at the Nursery for more than three months.

Please note that if your child does not attend nursery once the place has been accepted, we reserve the right either to enforce the payment of the first month's fee or to retain the deposit.

Number 9 The Nursery reserve the right to give one month's notice in writing to any parent, if we would like to terminate the childcare arrangement.

Daily Rate

| We offer the following daily rate | | |
|--|----------------|-----------------|
| | Per Day | Per Week |
| Full Day 7.30am – 6.00pm | £73.90 | £369.50 |

Please note that this includes:

- A range of formula milk
- Nappies
- Wipes
- Snacks, Lunch and Tea
- Baby Ballet (please see timetable)
- Pro-Stars exercise and games (please see timetable)
- French (please see timetable/ Pre-School only)
- Sing and Sign (please see timetable)
- Yoga (please see timetable)

Changes to your attendance pattern

During the registration process you will be asked to decide on the number of days you wish your child to attend. You will be made an offer of the next available place that matches your requirements. Once we have received your registration fee and deposit, you will receive confirmation of your child's enrolment. We will then be in touch to arrange settling-in sessions closer to their official start date.

Any reduction in your child's confirmed days will only take effect three months from your child's start date, and charges will be due as normal until the reduction takes effect.

Any changes to increase or decrease your days thereafter must be requested with one month's notice in writing to the Nursery Manager, who will check availability. Additional days will be added to your next invoice.

If you wish to reduce your days immediately, we reserve the right to continue your normal monthly fee for a period of one month.

Late Collection Fees

We understand that occasionally situations arise which mean you will be arriving late to collect your child.

Late collection will incur an additional fixed fee of £10.00 for every 10 minutes you are late.

Payment Terms

Our invoices are raised monthly, and we will ensure that all invoices are with you by the 25th of each month. Invoices are payable monthly in advance by the 1st of the following month.

The Nursery is closed on Bank Holidays and for one week at Christmas. Please be aware that fees are payable for these periods.

Payments must be made in full and on time. Please create a standing order or pay via BACS. Please inform the Nursery if you are paying by Childcare Voucher or the Government Tax-Free Childcare Scheme.

You will be subject to a daily £5.00 charge until your payment is paid in full. Continued late payments may result in the termination of your child's place without notice. If fees are not paid, we reserve the right to hand over the debt to a debt-collection agency who may also add on their own charges for collection.