

St Clements Nursery

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Early Education funded sessions from September 2025

We offer funded sessions based on either 15 or 30 hours. To apply for funding, we will ask you to complete a funding declaration form. The details on this form are kept with your child's registration form and are used for the sole purpose of funding and checking for supplements. Please see our Privacy notice for further information. You are able to check your eligibility and in regard to 30 hours funding you will be required to update information when requested to do so. **Your funding may be withdrawn if you do not reconfirm your eligibility status when requested.** You can find information on eligibility criteria and Online checkers at www.bcpCouncil.gov.uk and search childcare funding or [Childcare & Early Years Education | Best Start in Life](#). Once you have your eligibility code you can choose from the following options.

- 8am - 11am - 3 hour funded session - £3.50 for Breakfast/snacks.
- 8am - 2pm - 6 hour funded session - £3.50 for Breakfast/snacks.
- 8am - 5pm - 9 hour funded session - £7.00 for breakfast, snacks, and tea.
- 11am - 5pm - 6 hour funded session - £3.50 for tea and snacks.
- 2pm-5pm - 3 hour funded session - £3.50 total cost for Tea and snacks.

Early Education Funding only covers the cost of Care and Education, therefore, the price list above is a voluntary service charge that covers all food and drinks your child may need during their sessions.

What's not included?

Children attending a 6 or 9 hour session will be required to bring a healthy balanced cold lunch alternatively we can provide a booked hot lunch. Those children requiring specialist/alternative food and drink as part of a medical or lifestyle diet will need to cover these costs or parents provide the items themselves.

All children are required to bring with them nappies, wipes, sun cream and change of clothes on a daily basis, nappies are not provided by the nursery.

Additional hours

Additional hours can be purchased if space and availability allow. The charge £11.50 for under Twos, £10.00 per hour for a two-year-old and £8 for 3- and 4-year-olds. Sessions **MUST** be agreed and pre booked and the terms and conditions for absence and withdrawal are the same as the funded hours. In case of absence payment is still required.

You can get more help with childcare costs through Tax-Free Childcare, Tax credits or Universal Credit. More information is detailed on the Early Education Information sheet for parents. You will be given this information along with a Privacy Notice when you fill out your funding form.

Invoicing

You will be invoiced once **each $\frac{1}{2}$ term**, your invoice will show free funded hours, the cost of food, any additional hours and any extras that require payment (see price list). Payment details will be made available on your invoice.

You will be required to pay your $\frac{1}{2}$ terms invoice in advance on the first working day of each half term. With management agreement we may agree to weekly payments, on the condition that they are paid promptly on the Monday of each working week.

Late payments will incur a late fee; persistent lateness may result in you losing your place at the setting.

Absences

Payment for food costs and additional hours booked will be required regardless of attendance. Always speak to Elaine or Rachael should you wish to discuss time away from the setting and in some circumstances with the agreed notice your invoice will be adjusted.

Late collection

It is imperative that parents arrive on time to collect their child. Late parents will be fined £10 if they are late. Please see the late collection policy for further information.