



## **Fee Structure and Free Early Education Entitlement for 3 and 4 year olds.**

Punnetts Town Community Primary and Nursery School aims to provide affordable nursery education to children 2 to 5 years. Children are entitled to funding from East Sussex County Council of 15 hours per week for 38 weeks a year, from the term after their 3<sup>rd</sup> birthday. The term runs from:

Autumn period 1<sup>st</sup> September – 31<sup>st</sup> December

Spring period 1<sup>st</sup> January – 31<sup>st</sup> March

Summer period 1<sup>st</sup> April – 31<sup>st</sup> August

We are also able to offer 2 year funding, please go to <https://apps.eastsussex.gov.uk/forms/eforms.aspx?f=574&p=1> and complete the online form if you think you may be eligible or speak to the school office.

We also offer 30 hours free childcare. You need to claim your code before a new long term starts and give this information to us. How to claim your code is detailed here; <https://www.gov.uk/30-hours-free-childcare>

### **Normal opening and closing times:**

Monday to Friday 8:45am – 3:15pm.

### **Our Offer to Parents:**

Parents can access their entitlement flexibly as follows:

Mon – Fri	8:45am – 11:45am	3 hours	am session
Mon – Fri	8.45 am – 12.45pm	4 hours	am + lunch
Mon – Fri	11:45am – 3:15pm	3.5 hours	lunch and pm session
Mon – Fri	12.45pm – 3.15pm	2.5 Hours	pm session
Mon – Fri	8:45am – 3:15pm	6.5 hours	all day

### **Additional offer - Wrap around provision**

Mon – Fri	7.30pm – 8.45am	1.15 hours	Breakfast
Mon – Fri	3.15pm – 5.15pm	2 hours	After school

Any additional hours required (including Wrap around provision) should be discussed and agreed with the school office.

### **Are free hours restricted to any part of the week?**

There will be no restrictions. Please note that funded hours cannot be increased during a funding period as shown above.

### **Childcare package**

Our childcare package includes all snack, arts and crafts materials, suncream, wet weather gear, gardening, cooking...this is not an exhaustive list.

£1 per hour on all 3-4 year old funded hours

### **Fee Structure:**

A fee of £5.75 per hour will be charged if more than the funded 30 hours are taken.

All hours are charged at £5.75 per hour for non funded children.

You can order a hot lunch through ParentPay which is charged at £2.85. A packed lunch can be sent in with your child if you do not wish them to have a hot lunch.

### **Payment of bills**

All fees are payable per term in advance within 2 weeks of receipt of the invoice and are non-refundable. If payments are not received within this time then an administration fee of £10 will be charged.

Payments can be made by BACS.

Fees continue to be paid if a child is absent.

If you wish to discuss your bill please speak to the school office.

### **Notice Period Required:**

Parents are requested to give 1 months notice in writing should they choose to leave the setting.

If you have any queries about this structure please do not hesitate to contact us.