



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 3rd birthday. The term runs from:

Autumn period 1st September – 31st December

Spring period 1st January – 31st March

Summer period 1st April – 31st August

We are 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>

If eligible parents/ carers chose to, they are able to use Tax-Free Childcare and the childcare element of Universal Credit against payments of the nursery fees.

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

Any hours required outside of these (breakfast and after school care) 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 costing £1 per hour on all 3–4-year-old funded hours includes: morning and afternoon snacks (fruit, carbs and milk/water), sun cream, nappies/wipes/nappy sacks, wet weather clothing, outdoor learning, gardening, cooking...this is not an exhaustive list.

Fee Structure:

A fee of £5.75 per hour will be charged for additional hours which are not funded by the 15/30 hour offer.

All hours are charged at £5.75 per hour for non-funded children (the hourly rate will be reviewed on a regular basis).

You can order a hot lunch through Arbor which is charged at £2.97. 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 should they choose to leave the setting.

If you have any queries about this structure please do not hesitate to speak to the Mrs Bateman, the Nursery Room Lead.