



Fee Structure

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 can offer 2-year funding for families receiving additional support, please apply direct to East Sussex county council using the following link [Early Years](#) 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 for working families 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. Funding cannot be used to pay for these hours.

Nursery attendance is crucial for establishing routines, aiding child development, and ensuring a smooth transition to school. While not legally mandatory until the age of five, we ask nursery parents to prioritise attendance for the sessions that are selected.

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.

Fee Structure:

A fee of £6.25 per hour will be charged for any hours which are not funded.

All hours are charged at £6.25 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 £3.06* (** this is subject to change through Chartwells*). A packed lunch can be sent in with your child if you do not wish them to have a hot lunch.

In line with guidance, we will continue to offer free childcare hours but request families to pay a voluntary consumable. Our voluntary consumable charge consists of the following per morning or afternoon session (please note there is no voluntary charge for the lunch session):

Morning / Afternoon Snack – charged at £1 per session

We provide a carbohydrate, fruit and milk or water for the children as stated in the EY framework, catering for all allergy requirements. This forms part of an activity encouraging pupils to prepare, alongside adults and then self-select and eat their snack.

Enrichment activities – charged at £1 per session

Enrichment Activities across the week including: - Cooking, PE with a specialist sports coach, Balanceability, Library, Gardening and Outdoor Learning, which all further enrich our extensive curriculum offer.

In addition to the above:

We appreciate that you will supply us with sun cream, wipes and nappies however if your child hasn't got / runs out of these items or their own clothes we will use the Nursery provisions including gloves and aprons and spare items which is included in the above voluntary charges.

Should you choose not to pay any part of the voluntary contribution, laid out above, it is our expectation that you will supply alternative consumables, which must be consistent with what the setting provides.

Payment of bills

All fees are payable per term in advance within 2 weeks of receipt of the invoice and are non-refundable. Please speak to the school office to advise of any potential late payments, to avoid a late payment charge of £10.

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 school office.