



Ladybird Lane Nursery  
 St Vincent De Paul Church  
 2 Witham Road,  
 Isleworth, TW7 4AJ  
[www.ladybirdlanenursery.co.uk](http://www.ladybirdlanenursery.co.uk)  
[office@ladybirdlanenursery.co.uk](mailto:office@ladybirdlanenursery.co.uk)

**FEES – 30 HOUR FUNDED CHILDREN (22 HOURS STRETCHED)**

Per Month	Hours Attended	Non-Funded Hours Per Month	Catering Services Per Month	Consumables & Activities Per Month	Total Fees
3 Full Days	30 hrs/week	277.10	61.62	23.37	362.09
4 Full Days	40 hrs/week	623.47	61.62	23.37	708.46
5 Full Days	50hrs/week	897.47	61.62	23.37	994.15

5 Half Days	25 hrs/week	103.91	61.62	23.37	188.90
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**FEES – 15 HOUR FUNDED CHILDREN (11 HOURS STRETCHED)**

Per Month	Hours Attended	Non-Funded Hours Per Month	Catering Services Per Month	Consumables & Activities Per Month	Total Fees
2 Full Days	20 hrs/week	311.73	61.62	23.27	396.72
3 Full Days	30 hrs/week	658.11	61.62	23.37	743.10
4 Full Days	40 hrs/week	1004.48	61.62	23.37	1089.47
5 Full Days	50 hrs/week	1266.33	61.62	23.37	1351.32

3 Half Days	15 hrs/week	185.47	61.62	23.37	270.46
4 Half Days	20 hrs/week	417.30	61.62	23.37	502.29
5 half Days	25 hrs/week	606.30	61.61	23.37	691.29

**FEES – NON-FUNDED CHILDREN**

Per Month	Hours Attended	Non-Funded Hours Per Month	Catering Services Per Month	Consumables & Activities Per Month	Total Fees
2 Full Days	20 hrs/week	0.00	0.00	0.00	693.33
3 Full Days	30 hrs/week	0.00	0.00	0.00	1040.00
4 Full Days	40 hrs/week	0.00	0.00	0.00	1386.66
5 Full Days	50hrs/week	0.00	0.00	0.00	1625.00

3 Half Days	15 hrs/week	0.00	0.00	0.00	650.00
4 Half Days	20 hrs/week	0.00	0.00	0.00	866.66
5 half Days	25 hrs/week	0.00	0.00	0.00	1083.33

**EXTRA'S**

Sessions	Fees	Services Offered
8:00 – 1:00 / 1:00 – 6:00	55	Includes breakfast, snacks, one course hot lunch or tea
8:00 – 6:00	80	Includes breakfast, snacks, two course hot lunch and tea
Late Collection	£10.00 per 10 minutes	

**Admission:** Admission will be offered a place depending on availability regardless of sex, race, religion, ethnic culture or disability. Priority will be given to siblings and early enrolment. A waiting list is maintained, and parents are advised to complete and return the Enrolment form which will put your child's name on our waiting list. There is however, no guarantee as to when the place will become available.

Nearer the time of your child's requested start date, if a place is offered you will be required to pay the Registration fees £75 (non-refundable) and £500 deposit when requested. Payments are made via direct transfer into the nursery's bank account by the due date to secure a place. Please note that due to TAX implications, you are unable to pay the deposit (refundable subject to terms and conditions) using Childcare vouchers.

**Monthly Fee Payments:** Monthly fee is payable one month in advance, on the first day of each calendar month to be paid by standing order into the nursery's bank account (12 equal monthly instalments per year).

- **Ad hoc sessions:** You can send an email request to book an ad hoc session(s) that you may require. Once a place is confirmed, these must be paid in full before the first session. If for any reason, including last minute illness, if your child is unable to attend the ad hoc session(s) the fee will still be payable if a minimum notice of 48 hours (from the start of each session) is not sent to us in writing by email. You must retain proof of the email. All ad hoc sessions are charged at a daily rate, refer to our charges on the above fee list.
- **Overdue Monthly Fees:** This will be subject to a late payment surcharge of £5.00 per day from the 8<sup>th</sup> day of the month including weekends and bank holidays. Once the overdue monthly fees are paid in full, the late fee charges must be paid within 3 working days or else you will be charged £5 per day (including weekends and bank holidays) on lateness of paying the late fee charges.
- **Over payment(s):** Fees paid by you in error may be adjusted in the following month's fee. However, if you make a request of this overpayment to be refunded to you then an administration fee of £25.00 will be deducted from the total amount to be refunded.
- **First and/or last month of attendance:** Please note that in case where your child starts after the 1<sup>st</sup> of the month or leaves before the end of the month, the fee will be calculated on a **daily rate** for all the days the child is due to be at the nursery in that month. Please refer to our fee list.

**Notice of withdrawal:** If you wish to withdraw your child from the nursery, at least 4 weeks written notice of withdrawal will be required. If insufficient notice is given, the deposit will not be refunded. Please check our website for more details. Your child must have attended the nursery for a minimum period of 4 months before the notice of withdrawal can be given to the nursery. **If for any reason the notice of withdrawal is given before a child completes four full months of continuous attendance, your deposit will not be refunded by the nursery.**

**\*\*Please read our full terms and condition's available online\*\***

**NB: You must keep the proof of the "Notice of withdrawal" made by email or by post until the final fee adjustments are made in full and cleared. Notice of withdrawal by any other means is not unacceptable.**

Fees for funded 18 months, 2-, 3- and 4-year children as above are exclusive of early years funding (15 or 30 hours) and all meals and consumables are charged separately for only funded hours (Optional). We offer various extra-curricular activities to children.

**Nursery Closure:** Our nursery will be closed on ALL bank/public holidays. The nursery will also be closed for 1 week (5 working days) over Christmas and New Year.

#### **Government Funding for eligible 9 month, 2-, 3- and 4-year-old children**

*(15 or 30-hour funding starts from the new term after a child reaches the eligibility age)*

Your child may be entitled up to 15 or 30 hours of weekly free early years entitlement for 38 weeks per year during term-time. Parents must determine eligibility from HMRC (working parents) by visiting the website: <https://www.childcarechoices.gov.uk>. **Funding application MUST be completed and submitted a term in advance for the funding to start in the following term**, please speak to the manager for the deadlines for application submission dates or any other queries that you may have. If the application is successful, you will be issued with a funding code that must be passed onto us promptly so we can verify the code on Synergy borough's portal and confirm eligibility. This code must then be renewed every 3 months in order for it to remain valid.