



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 (22.34 HOURS STRETCHED)**

Per Month	Total Fees
3 Full Days	436.90
4 Full Days	819.40
5 Full Days	1142.40
5 Half Days	286

**FEES – 15 HOUR FUNDED CHILDREN (11.17 HOURS STRETCHED)**

Per Month	Total Fees
2 Full Days	433.19
3 Full Days	786.69
4 Full Days	1169.19
5 Full Days	1469.18
3 Half Days	302.91
4 Half Days	502.29
5 half Days	691.29

**FEES – NON-FUNDED CHILDREN**

Per Month	Total Fees
2 Full Days	765.00
3 Full Days	1147.50
4 Full Days	1530.00
5 Full Days	1806.25
3 Half Days	650.00
4 Half Days	866.66
5 half Days	1083.33

**EXTRA'S**

Sessions	Fees	Services Offered
8:00 – 1:00 / 1:00 – 6:00	60	Includes breakfast, snacks, one course hot lunch or tea
8:00 – 6:00	95	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).

- **Funded Hours:**
  - a) **Funded Universal 15 Hours:** Parents are entitled to funding for 38 weeks, since we are open 51 weeks a year, the funding is stretched and this equates up to 11.17 free hours per week. All funded hours are excluded of catering and consumables, therefore, an £1.4 is charged towards catering and consumables towards funded hours only.
  - b) **Funded Universal 30 Hours:** Parents are entitled to funding for 38 weeks, since we are open 51 weeks a year, the funding is stretched and this equates up to 22.34 free hours per week. All funded hours are excluded of catering and consumables, therefore, an £1.4 is charged towards catering and consumables towards funded hours only.
- **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.
- **In line with The Department For Education Statutory Guidance, all catering and consumables are voluntary. If parents/carers wish to opt out of catering and consumables charges, please request a copy of packed lunch policy.**

**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://beststartinlife.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.