



SUFFIELD PARK NURSERY



Mill Road, Cromer, Norfolk. NR27 OAD

Telephone: 01263 519325

nursery@suffieldpark.norfolk.sch.uk

Nursery Charges September 2024 - Content relevant to all families

6th June 2024

Dear Parent / Carer

As I'm sure you know, we are all facing higher costs and the Nursery is no exception. Despite working closely with the Local Authority, attempting to find alternative solutions and in addition to our annual fee increase, we now need to introduce new charges that will affect every family. This is in-keeping with other settings in Norfolk who are also struggling with financial sustainability and mean that we do not have to consider closing/reducing our provision currently. The charges described in this letter have been agreed by the Governing body and will be effective from 1st September 2024.

More information can be found in our Admissions and Charging Policy.

Session Fees

The new charges are set out in the table below and now include a consumables charge (see below for what this includes).

Room	Session 1	Session 2	Session 3	Session 4	Session 5
Time of Session	8.00 – 8.45	8.45 - 11.45	11.45 - 12.30	12.30 - 3.30	3.30 - 5.30
Under 2s	£6.55	£23.60	£5.80	£23.60	£16.05
Under 3s	£6.55	21.55	£5.80	21.55	£14.90
3-4 year olds- Nursery children	£7.20	£20.40	£6.45	£20.40	£14.30
Infant School Aged Children (4-7 year olds)	£7.50	£21.50	£6.45	£21.50	£14.95

Full fees will be payable for children who are absent from Nursery with the exception of a two-week (pro-rata) 50% discount for holiday for each child - the Nursery year runs from 1st September to 31st August (the four week notice applies for booking holiday entitlement).

Consumables Charge

As is already common practice in other Nurseries, a Consumables Charge will be introduced and charged at the following rates for any funded sessions:

75p per breakfast session (8-8.45am)

£1 per 3 hour session (8.45-11.45am, 12.30-3.30pm)

50p per teatime session (3.30-5.30pm)

The consumable charge contributes towards the following: breakfast, snacks, toiletries, sun cream, special planned/seasonal resources, enhancements and events. Families accessing

funded sessions will be invoiced for the consumable charge each month.

If you are unable to pay these charges, please speak with Angela or Hayley to discuss the alternative options available.

Cost of meals

Families can choose to order a prepared 2 course meal for their child attending the lunch sessions (11.45am-12.30pm). There are four options available daily from our school kitchen. Meals will be charged at £3.50 and can be ordered in advance or on the day (no later than 9.30am). Alternatively, families may provide a healthy packed lunch for their child.

The following charges are necessary to fully cover staff costs incurred by the Nursery but they can easily be avoided.

Late Collection

This fee will be charged when children are not collected on time at the end of their session. In the instance that families are more than 5 minutes late to collect their child from Nursery (without prior agreement), a £5 charge will be incurred for every 15 minute period that they remain in the care of Nursery staff after their session ends. If families are late after closure of the Nursery at 5.30pm you will be charged £10 per 15 minutes to cover the cost of staff remaining with the child.

Late Payments

This fee will be charged when invoices are not paid within the payment terms and an outstanding balance remains on the account. If full payment has not been received by the end of the calendar month a reminder will be sent and a 10% late payment fee for the whole invoice will be incurred.

If payment is not received by the end of the next calendar month the child's non-funded place will be put on hold until the balance is paid- parents will receive notice of this in writing requesting urgent payment. At this point the child's place will be held for 14 days.

We are very sorry to do this at such a challenging time but we must ensure the financial sustainability of the Nursery.

From September, there are funding opportunities for children over the age of 9 months - please visit the Childcare Choices website to find out what you may be eligible for - www.childcarechoices.gov.uk In addition, you may be able to access other financial assistance with childcare costs which you can also find out about on the Childcare Choices website. The Nursery is signed up to the Tax-Free Childcare Scheme, families eligible for this support will receive £2 from the government for every £8 paid into their account (up to £2000 support annually).

If you have any questions then please contact Hayley or Angela.

Yours sincerely,

Hayley Powell