

Nursery Parental Agreement

Terms & Conditions

By accepting a nursery place at Coleridge, you agree to the following terms:

Opening Hours & Attendance

- Coleridge Nursery is open Monday to Friday, from 9:00am to 18:00pm, for 38 weeks per year. The nursery is closed on Bank Holidays and Inset Days.
- Parents accessing the 30 Free Hours must reconfirm their eligibility every three months via the Eligibility Checking System. If eligibility changes, the child's place will revert to 15 Free Hours and the additional 15 hours will become chargeable.

Meals

- Nursery meals meet the required food-based standards - menus are available on our website.
- 15hrs gov entitlement (9.00am-12.00pm or 12.00pm-15.00pm): No Meal provided
- 30hrs gov entitlement (9.00am-15.00pm): Meals aren't covered by the government funding and lunch will be charged to parents at £3.00 per day
- Paid afternoon or extended day session: Meals are included in the nursery fee

Nursery Fee's

- 15hrs gov entitlement (9.00am-12.00pm or 12.00pm-15.00pm): No charge
- 30hrs government entitlement (9.00am-15.00pm): No charge
- Paid Afternoon session (12.00pm-15.00pm): £30 per session (meal included)
- Paid Extended day session (15.00pm-18.00pm): £25 per session (meal included)

Payments

- Nursery fees are updated two weeks before the start of each term and must be paid before the next term begins.
- Meal charges will be added to your Arbor account separately – *please note, childcare vouchers cannot be used to pay for meals.*
- Payments are made online via Arbor (log-in details will be provided once your child starts).
- Cash payments are not accepted.
- If payments fall into arrears, your child may be unable to attend paid-for sessions until the balance is cleared.

Notice Period

- If you wish to withdraw your child from nursery, you must provide a half-term's notice. Any outstanding fees must be settled before the child is withdrawn from nursery.

Agreement & Data Protection

By submitting this form, I confirm that:

- I have read and understood the terms outlined above and agree to comply with them.
- I understand that my details will be securely stored in accordance with the UK GDPR & Data Protection Act 2018.