



Terms and Conditions

Session	Times		Food				Session Fees	
	Starts	Ends	Breakfast	Lunch	Snack (AM)	Mighty Snack (PM)	0-3 years	3-5 years
Full day	7.30am	6.00pm	Yes	Yes	Yes	Yes	£72.50	£69.30
Morning	7.30am	1.00pm	Yes	Yes	Yes	No	£50.00	£46.90
Afternoon	1.00pm	6.00pm	No	No	No	Yes	£46.90	£43.60
Additional Hourly Rates							£15.00	£15.00
Breakfast Club	7.30am	8.00am	Yes				N/A	£6.50
Consumables (Funded days only)								£4.00 (Half day)
								£8.00 (Full day)
Additional Lunch							£4.00	£4.00

Fees Include:

- Opening hours from 7.30am to 6pm
- All nappies
- Breakfast, morning snack, two course hot lunch, hot mighty snack, pureed food for babies, milk and water as appropriate
- Play and art consumables
- A wealth of additional curricular opportunities and experiences e.g. Yoga, French, Kids Rock & Moo Music

Payment Terms and Conditions

- A deposit of £100 will be required to secure a place at KingsWellies Nursery. This should be submitted by bank transfer (please see overleaf for bank details). Unfortunately deposits are non-refundable, if the child does not start at nursery. Thereafter they are refundable, if one month written notice is given. Deposits are refunded when your child leaves KingsWellies Nursery.
- The £100 deposit will be refunded immediately if we are unable to provide a place on the required commencement date. The £100 deposit will be retained if you do not take up the place offered by us, or if you fail to give 4 weeks written notice to cancel the place.
- If you wish to postpone your start date, then a minimum of 4 weeks' notice must be given. If you do not provide at least 4 weeks' notice and wish to retain your place at KingsWellies Nursery, an additional charge of £100 (per child) will be invoiced to you. This additional fee will be to compensate for lost income. If you do not pay this additional charge, you will lose both your nursery place and your £100 deposit.
- We can only postpone/defer your start date a maximum of twice. Each time you must provide at least 4 weeks' notice to defer your place. After that, you will either have to accept and start your place or cancel.
- In order to manage staffing requirements and to order resources, once booked you must provide us with at least 4 weeks' notice to cancel your breakfast club space. Breakfast club will be charged when you are on holiday, unless you provide 4 weeks' notice to cancel the space.
- Payment of fees is monthly in advance, based on a 52 week year. You will be invoiced for the total number of sessions booked each month. All invoices must be settled by the 6th of each month.
- When you secure your place at KingsWellies, you do so for 50 weeks of the year (excluding 2 weeks holidays during Xmas and New Year). If your child does not attend nursery due to sickness or holidays, you will still be charged for the booked sessions. Failure to pay may result in your place at KingsWellies Nursery being cancelled.
- A £20 per week surcharge will be charged for late payments received after the 6th of each month. There is no exception to this surcharge.

- KingsWellies Nursery will be open for fifty weeks of the year including all public and local holidays. Non-chargeable 2 weeks holiday includes the Christmas and New Year fortnight when the nursery is closed for two weeks. You will not be charged for these holidays. Dates will be in line with Aberdeen City Council school and nursery closures.
- There is a minimum requirement of four half day sessions or two full day sessions per child.
- Additional nursery sessions may be booked through discussion with the Nursery Manager. We would always strive to accommodate short-notice requests but these will be subject to staffing ratios.
- Children collected late will be charged at the hourly rate.
- Additional lunches can be provided.
- An additional larger 'tea' has been added (hot mighty snack).
- Any additional fees incurred, for example any extra sessions/lunches, will be added to the following month's invoice.
- 5% discount is given for second child. This discount is applied to the eldest sibling. 10% discount is given for third child or more. Discount is applied to the eldest sibling. No discount is given to funded 1140 hours placements.
- At least one month's notification in writing is required for leaving, reducing days of attendance or amending the start date.
- At least one month's notification will be given by KingsWellies Nursery on fee increases or changes to terms and conditions. Nursery fees will increase annually as at 1st April.
- Changes between the fee rates for 0-3 year old children and 3-5 year old children, will apply from the month following the child's 3rd birthday.
- You may also be able to apply for **Childcare Tax Credits** to help with your childcare costs. To find out if you are eligible, contact:
 - Tax Credit Helpline on 08453003900 or visit
 - www.taxcredits.inlandrevenue.gov.uk
- KingsWellies Nursery also accepts all **Employee Child Care Vouchers** which may be available from your employer towards the cost of your nursery fees. To find out more:
 - www.hmrc.gov.uk/childcare or
 - speak to your employer
- KingsWellies Nursery have been accepted by Aberdeen City Council for partnership status. As an Aberdeen City Partner Provider Nursery, we are able to accept **Scottish Government Pre-School Funding Vouchers** for children who are aged 3 and over. This equates 1140 hours per year.
- We accept split placements. This means that we can accept children here who go to another nursery. Parents will be able to split the 1140 hours funding between us and another provider. Split placements will only be permitted for children who book with us for a minimum of two days / four half day sessions. The split days will be entirely dependent on availability and will be allocated to our quieter days. Allocation of days will be at our discretion.
- **Please note that our fees will be reviewed and adjusted annually as at 1st April.**
- If KingsWellies is forced to close, through no fault of our own e.g. due to a pandemic or adverse weather conditions, refunds will not be given
- Consumable charges - Each parent in receipt of funding will be charged an additional consumables charge. The consumables charge will only be applied on days where funded is applied. The consumables charge will be utilised to pay for a number of consumables / extras. These will include: Extra-curricular activities such as French, Kids Rock, Moo Music, Yoga, Flashdance, Health Weeks, bus trips around the community, visits, visitors, festivals and celebrations (Xmas, Easter, Valentines, pancake day, Chinese New Year, Mother's Day, Father's Day, birthdays), graduation celebrations, Sports Day, additional treats and snacks etc.
- Consumable charges – On funded days, consumable charges will still be applied during any period of absence due to sickness. Consumable charges will also apply if holidays are taken during the funding period. Consumable charges cover activities which are spread throughout the year.

BACS

Bank:	Royal Bank of Scotland
Sort code:	83 30 00
Account Number:	19108294
Company number:	473027