



Fees & Funding

Little Forest Pre-school is open for 51 weeks of the year and is closed for Bank holidays and for 1 week over the Christmas period.

We are open Monday to Friday 8am-5pm. We offer three sessions. Our Morning session is 8am-1pm, our Afternoon session is 1pm-5pm and you also have the option of a Full day session which is 8am-5pm. As per our Terms and Conditions we ask for a minimum of two sessions per week.

Fees are payable monthly in advance and are reviewed annually in the month of April each year. Any changes to current rates will be advised in writing, at least one term in advance.

Morning session 8am-1pm	£40.00
Afternoon session 1pm-5pm	£32.00
Full day session 8am-5pm	£72.00
Hourly rate for any additional hour's accessed	£8.00

Illnesses/Absence: No refund will be given in the event of a child's absence due to illness, holiday or any other reason.

Closure: Should Little Forest Pre-school be unable to open due to bad weather, or any other unforeseen circumstances. Parents would be advised as soon as possible. Should closure need to take place a refund will not be given. Bank holidays are charged at full price. *

Late pick up: Children must be collected promptly at the end of the session/day. Should a parent fail to collect their child within five minutes of the session/day end, a late collection fee of £1.00 per minute will be charged.

Late Payments: Fees are to be paid within 7 days of the invoice date. All invoices are sent on the first working day of the month via email. If you are experiencing financial hardship please speak, in confidence to Laura so that alternative payment arrangements can be made. If without negotiation fees are not settled, we are left with no alternative but to withdraw your child's place. Any late payments will incur a late fee of £25.00.

Registration fee: We ask for a non-refundable registration fee of £100.00 to secure your place at Little Forest Pre-school.**

Payment methods: Invoices can be settled by BACS payment. We are also registered for the on-line Government Tax Free childcare scheme. Our bank details are listed below.

Ofsted Number:	2723695
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Bank Details:

Account Name:	Little Forest Pre-school
Bank:	Monzo
Account Number:	82606950

Sort Code:	04-00-04
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Snacks and Meals: All snacks and food are supplied by Little Forest Pre-school and are included in your Fees.

Extra-Curricular Activities: Any Extra-curricular activities provided by Little Forest Pre-school are included in your Fees.

Free Early Education and Childcare for two, three and four year olds.

Free Early Education: The Department of Education states that children must not attend a funded session for longer than 10 hours a day and access no more than two sites a day and no more than 4 providers in any one week. No session is to start before 6am or finish after 8pm.

Two Year Olds: Some two year olds may be eligible to receive up to 15 hours funding known as the Free for Two Scheme (FF2) which is subject to meeting certain eligibility criteria. The eligible date ranges are shown in the table below. More information can be found at: <https://www.kent.gov.uk/education-and-children/childcare-and-pre-school/free-childcare>

The Working Parents Entitlement: You may be entitled to 15 hours of funded childcare support from the term after your child turns 9 month's old. More information can be found at <https://www.childcarechoices.gov.uk/>

Three and Four year olds (The Universal Entitlement): All children become eligible for up to 15 hours of Free Early Education the term after their third birthday. The eligible date ranges are shown in the table below.

Three and Four year olds of working parents (The Extended Entitlement): Some children may qualify for up to an additional 15 hours of Free Early Education funding which is subject to meeting certain eligibility criteria. More information can be found at <https://www.childcarechoices.gov.uk/>

A child is eligible for Free Early Education at the start of the term after the child has turned 9 months. (if eligible), or third birthday in line with the Department for Education table below:

A child born on or between	Will become eligible for a free place from
1 st January and 31 st March	Term starting on or after 1 st April
1 st April and 31 st August	Term starting on or after 1 st September
1 st September and 31 st December	Term starting on or after 1 st January

The below information details how your child can access their Free Early Education hours at Little Forest Pre-school. Each child is eligible for up to 570 hours universal or up to 1,140 hours extended entitlements. At Little Forest Pre-school we stretch the funding over 48 weeks of the year. This allows your child to access 12 or 24 (if eligible for the Extended entitlement) hours per week. Please note that in the 48th week you will only be allowed to access 6 or 12 hours and therefore the remaining 6 or 12 hours will be charged in line with the table on page 1.

Free for Two Scheme (FF2)	
Morning session 8am-1pm	3 hours of funding + 2 hours charged at hourly rate = £16.00

Afternoon session 1pm-5pm	3 hours of funding + 1 hour charged at £8.00
Full day session 8am-5pm	6 hours of funding + 3 hours charged at hourly rate = £24.00
15 hours of funding for the working parent's entitlement	
Morning session 8am-1pm	3 hours of funding + 2 hours charged at hourly rate = £16.00
Afternoon session 1pm-5pm	3 hours of funding + 1 hour charged at £8.00
Full day session 8am-5pm	6 hours of funding + 3 hours charged at hourly rate = £24.00
15 hours Universal Funding	
Morning session 8am-1pm	3 hours of funding + 2 hours charged at hourly rate = £16.00
Afternoon session 1pm-5pm	3 hours of funding + 1 hour charged at £8.00
Full day session 8am-5pm	6 hours of funding + 3 hours charged at hourly rate = £24.00
30 hours Extended Funding	
Morning session 8am-1pm	3 hours of funding + 2 hours charged at hourly rate = £16.00
Afternoon session 1pm-5pm	3 hours of funding + 1 hour charged at £8.00
Full day session 8am-5pm	6 hours of funding + 3 hours charged at hourly rate = £24.00

Children accessing sessions outside of their Free Early Education will be charged at our current rates as shown in the table on page 1. You will be invoiced in the usual way showing how many free hours your child has accessed in that period.

Fully Funded session for Free Early Education are subject to availability.

Free for Two Scheme (FF2)	
Afternoon session 1pm-5pm	4 hours of funding over any 3 days. Each session has a £3.50 voluntary charge***
15 hours of funding for the working parent's entitlement	
Afternoon session 1pm-5pm	4 hours of funding over any 3 days. Each session has a £3.50 voluntary charge***
15 hours Universal Funding	
Afternoon session 1pm-5pm	4 hours of funding over any 3 days. Each session has a £3.50 voluntary charge***
30 hours extended Funding	

Morning session 8am-1pm Afternoon session 1pm-5pm	5 hours of funding over any 4 mornings + 4 hours of funding over remaining afternoon. Each session has a £3.50 voluntary charge***
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*Please note if your child's funded hours fall on a bank holiday, the pre-school will endeavour to offer an alternative session.

** A registration fee is not applicable for children accessing a fully funded place.

*** Please see our Voluntary funded place policy for additional advice.