



## TERM AND CONDITIONS OF ACCEPTANCE

Fees are payable MONTHLY IN ADVANCE and are due on the first of each month. Fees are charged per calendar month and cover 51 weeks of the year not 52, as the nursery is closed for 1 week at Christmas. Late fees will be charged from the 3<sup>rd</sup> of each month at £5.00 per day.

- a) To secure a place for your child a booking fee is required of £40.00 along with your application form. This booking fee is non-refundable.
- b) In case of absence through illness, the nursery must be informed before 10.00am on the day of absence as to the nature of the illness. Children on antibiotics must not attend the nursery for 24hrs in case of reactions.
- c) One month's notice must be given IN WRITING before a child is removed from nursery, or sessions altered, otherwise ONE MONTHS FEES are due in lieu of notice.
- d) There will be no remission of fees due to illness, holidays taken or when the nursery has to close early, for example severe weather conditions.
- e) The nursery is open 51 weeks a year. It will close for one week between Christmas and New Year, weekends and all Bank Holidays. Bank holidays are chargeable.

- f) There will be a late charge of £15.00 incurred for any child collected after 6pm. After 6.15pm we will phone the child's emergency contacts provided on their application form.
- g) If we have concerns about your child's welfare, we have a duty to speak to ofsted and/or child protection officers. In severe cases the police will be informed.
- h) The management will require the withdrawal at any time, of a child whose parents/guardians fail to comply with the above terms and conditions of acceptance.
- i) The management will require the withdrawal at any time, of a child whose behaviour is considered inappropriate in the nursery setting. Fees for that month will be non refundable.
- j) Parents /guardians who are contacted to collect their child due to illness will be expected to arrange collection of the child within one hour. Failure to collect a sick child will result in the nursery contacting social services, and the possible withdrawal of the child's place.

I/We ..... Wish to apply for our child

..... To attend Taylor's Tots Nursery. We accept the above terms and conditions.

Signed.....Date.....

Signed.....Date.....

