



# Dandelions Pre-School Charging Policy

Reviewed/ amended	June 2019
Ratified by Governors	July 2019
Next Review	June 2022

## FS1 (Dandelions) Terms and Conditions

### Joining

To reserve a place at our out of school club or pre-school a registration form must be filled in. Please return the form to Dandelion's Office. Places will be allocated based on availability at the time that your child arrives to start school. Any changes to your child's sessions take effect from the first of the month.

### Government Funding

The Government funds 15 hours per week for 38 weeks of the year for every child from the term following their third birthday and 30 hours per week for 38 weeks of the year for eligible three & four-year olds.

These hours can be taken in blocks (minimum 2.5 hours, maximum 10 hours in any one day). Any hours taken outside of those funded for three-year olds are charged at £4.50 per hour. Funding for two-year olds is available for those families who meet the criteria. Please ask for more details. Any hours taken outside of those funded for two-year olds are charged at £5.00 per hour.

Further information on Government funding (GF) can be found at; -

<https://www.dorsetforyou.gov.uk/childcare/funding>

We offer GF hours between 7.45am and 5.15pm, Monday to Thursday and between 7.45am and 5pm on Fridays.

### Fees

	2 years old	3 years +
7.45am breakfast club start	£6.00	£5.50
8.00am breakfast club start	£5.00	£4.50
Hourly rate for preschool	£5.00	£4.50
Afterschool club until 4.00pm	£5.00	£4.50
Afterschool club until 5.00pm	£10.00	£9.00
Afterschool club until 5.15pm	£11.00	£10.00
Snack charge	40p	40p

Snack is charged during a morning session and a two-hour afterschool session.

Hours must be booked and paid for in advance; fees are due by the twelfth day of each month that your child attends Dandelions. Preferable method of payment is by Bacs, alternatively we are happy to accept cash or cheques. Failure to pay promptly will result in a £10 late payment charge and suspension of your child's place at Dandelions. We expect children to be brought and collected promptly. If you are up to fifteen minutes late collecting your child you will be charged an additional £2.50, if you are more than fifteen minutes late collecting your child you will be charged an additional £5.00. If you attend any additional hours on an 'as and when basis' you are requested to pay on collection of your child.

### Illness or absence

In the event of illness/absence it is important that you notify the setting in writing, in advance, as this could affect your funded hours. Fees will be due in full for the first week that your child is absent, any subsequent weeks of absence may result in a charge of half of the fees.

### Holidays

Please give Dandelions a minimum of seven days notification in writing if your child is being withdrawn for holidays. Fees may be charged for any hours normally taken over and above those funded by the Government.

### Notice to leave

You are required to give one month's written notice of your intention to withdraw your child from Dandelions. Unless it is at the end of the academic year and your child is moving up to Reception or you are posted at short notice.

### **Enquiries about this policy should be addressed to:**

Downlands Primary School,  
College Road,  
Blandford Camp,  
Blandford Forum,  
Dorset.  
DT11 8BG

email: [office@downlandsschool.org](mailto:office@downlandsschool.org)

Tel: 01258 453348