

The Olive Tree Nursery Fees Policy

Purpose of This Policy

This policy outlines the structure and charging of fees at The Nurtury to ensure transparency for families and compliance with all relevant legislation, including the Early Education and Childcare statutory guidance and the EYFS (2025).

Our Principles

- We are committed to delivering high-quality, inclusive, and accessible childcare.
- We ensure our fee structure is fair, sustainable, and clearly communicated.
- We comply with all government funding requirements and ensure that there are no hidden charges.

Funded Early Education Entitlement

The Olive Tree Nursery offers funded early education places in line with government entitlements.

Date of Birth Criteria for Funding Eligibility	
A child will be entitled to the funded hours after the conditions below are satisfied: <ul style="list-style-type: none">• The child has attained the relevant age.• The child's parents have a current positive determination of eligibility from HMRC.	
A Child Born on or between	Will Become Eligible for a funded place
1st Jan and 31st March	1st April: <ul style="list-style-type: none">-Following child turning 9 months-Following child's 2nd Birthday-Following child's 3rd birthday
1st April and 31st August	1st September: <ul style="list-style-type: none">-Following child turning 9 months-Following child's 2nd Birthday-Following child's 3rd birthday
1st September and 31st December	1st January: <ul style="list-style-type: none">-Following child turning 9 months-Following child's 2nd Birthday-Following child's 3rd birthday

Childcare Offer & Charges

Description of Services Offered

Opening days & times	Mon – Fri 8:45am – 3:30pm
Weeks open in year	38 (closed all public bank holidays)
Term time only places	Term time only
Available sessions	<ul style="list-style-type: none"> ✓ AM session 8:45am – 11:45 ✓ Lunch cover 11:45am – 12:30pm ✓ PM session 12:30pm – 3:30pm ✓ Short day 1 – 8:45am – 2:45pm ✓ Short day 2 – 9:30am – 3:30pm ✓ Long day – 8:45am – 3:30pm
Age ranges	From 2 nd birthday up to children starting school
Notes:	<p>All funded sessions must be spent either morning or afternoon 5 days a week. Additional places may be booked and charged at session prices, if available.</p> <p>Parents using 30 hours funding may use their hours over short days or long days depending on need. Any additional hours needed will be charged at the going rate.</p>

Early Education Funding Offer & Delivery Patterns

Options	Session times	Total funded hours per day	Days of the week available	Term time availability	Stretched Hours
	AM session	3 hours	Mon - Fri	Yes	No
	PM session	3 hours	Mon - Fri	Yes	No
	Short day*	6 hours	Mon - Fri	Yes	No
	Long day**	6 ³ / ₄ hours	Mon - Fri	Yes	No
Notes:	<ul style="list-style-type: none"> ➤ We only take on up to 79 per session. ➤ *A short day can be 9:30am till 3:30pm or 8:45am till 2:45pm ➤ **A long day is 8:45am till 3:30pm 				

Charges for Additional Hours *(daily per session)*

Where families require additional hours over and above their daily funded entitlements, charges will be applied as follows:			
Chargeable Times	Under 2's	2 Year Olds	3 & 4 Year Olds
Lunch cover 11:45am – 12:30pm		£8	£8
AM session		£23	£22
PM session		£23	£22
Additional 45 minutes at the start or end of the day		£8	£8
Hourly basis		£8	£8

Other Charges

Description	Unit	Unit Price
Late charge - £10 after the first 5 minutes, £1 per minute after that (After the third late pick up, charges will be applied)	Per session	£10 flat rate after 5 minutes - £1 per minute after that

Tax Free Childcare

Parents can use tax-free childcare over the sessions and lunch if needed.

Charges for Meals & Snacks (weekly)

Description	Unit	Unit Price
Includes a healthy morning snack (fresh fruit or vegetables and 1 carbohydrate), an afternoon snack (fresh fruit or vegetables and 1 carbohydrate), milk and water are available throughout the day. <i>Parents may provide packed snack if they wish to do so from home.</i>	Per session	£1

Charges for Non-Food Consumables (ad hoc, as/when required)

Description	Unit	Unit Price
Includes nappies, fragrance-free wipes, barrier creams (<i>sudocrem</i>), tissues, disposable gloves, sun cream (child-safe SPF 50+), and other hygiene-related consumables used to maintain high standards of cleanliness and personal care. <i>Parents will need to supply nappies.</i>	Per session	£1

Charges for Extra Activities

Description	Unit	Unit Price
Covers weekly Gardening sessions. Yoga and mindfulness activities, cooking and baking sessions, arts and drama experiences, cultural celebrations, nursery celebrations, calendar events, trips and visits from external specialists such as animal workshops and musicians. Learning from Home packs.	Per session	£1

Opt-Out Policy & Reasonable Alternatives

Parents who wish to opt out of any element of the optional daily charge must submit a written request with 6 weeks' notice and provide suitable, high-quality alternatives that fully meet Olive Tree's operational standards, nutritional policies, safeguarding procedures, and learning and development objectives. Any such arrangement is subject to approval by the Nursery Manager.

Parents may bring a packed lunch from home and must follow our healthy eating and follow the menu, which we will provide.

Parents may opt out of enhanced activities or may pay on the day of event.

In the event that parents don't supply a packed lunch for lunchtime, they will be charged.