



Fee Policy

- The first months fee should ne paid 1 week prior to the child starting their nursery place.
- Families are given payment options upon enrolment; payment options are a choice of weekly or monthly payments.
- Fees must be paid within each month or week as care is provided dependent on which option the family chose upon enrolment
- payments can be made by cash, debit/credit card, standing order, childcare vouchers
- Holidays are deducted at half fees equivalent to the childs weekly sessions, each child is eligible for 3 weeks retainer.
- HAPPY STARS is closed for 1 week over the Christmas period and all public holidays and there are no fees payable during this time.
- Fees are payable in case of a child being ill (exceptions may be made for long term illness or hospitalisation) or not attending their session unless 4 week’s notice has been given.
- Administrative charges and interest may be charged for late payments & reminders.
- A £30 charge will automatically be added to your child's invoice for each month an invoice is unpaid.
- Penalty fees for children brought to nursery earlier than their contracted session or collected late are in place. For children collected after 6pm there will be a £10 charge per 15 minutes per child late being collected.
- 4 weeks written notice is required, for which fees are payable, to decrease or change sessions and to terminate a place.
- If two consecutive invoices are unpaid Happy Stars will terminate a child's sessions with immediate effect unless an agreement has been made with the nursery manager.
- We require proof of electronic payments which are made to HAPPY STARS per invoice.
- Children who are eligible for 15 hours free nursery (flexible free entitlement for 3 & 4 year olds and 2 year funding) provision will have the funding deducted from their invoice. This will be shown as FREE on the invoice.
- As from September 2017 some parents if they reach the criteria set by the government may be entitled to an additional 15 hours funding.

This will be offered to parents as follows

Term time only agreement – 30 hours per week for 38 weeks only
 fixed hours limited places (inclusive of all meals and snacks)

Offer	Hours	Meal Charge		
		Per day	Per week	
3 x 10 hours	8-6	£7.00	£21.00	Term time only
4 x 7 ½ hours	8-3:30	£5.00	£20.00	Term time only
5 x 6 hours	8-2	£3.50	£17.00	Term time only
5 x 6 hours	12-6	£5.00	£25.00	Term time only

Stretch offer agreement 51 weeks per year which works out at around 22 free hours per week Term time only agreement – fixed hours limited places (inclusive of all meals and snacks)

		Fee per week Including meal charge	Saving per week
Offer	Daily Fees		
5 x 8-5	£38.00	£137.00	£88.00
5 x 8-1	£22.50	£42.00	£88.00
5 x 1-5:30	£22.50	£37.00	£88.00
5pm – 6pm	£4.50		

Fees from April 2019 to March 2020

Birth to 3 years	8am – 5pm £40.00	8am – 1pm £23.00	* Lunch £2.00	1pm – 5pm £21.50	5pm – 6pm £4.50
3 – 5 years	8am – 5pm £38.00	8am – 1pm £22.50	* Lunch £2.00	1pm – 5pm £21.00	5pm – 6pm £4.50
Junior Stars 5-12 years	8am – 6pm £27.00	8am – 1pm £17.00	* Lunch £2.00	1pm – 6pm £17.00	3pm – 6pm £11.00

*Lunch is an additional £2.00 per day

Reviewed February 2011

Reviewed January 2012

Reviewed January 2013 (2 and 3 year funding hours)

July 2014

April 2015

August 2016 – parents choosing payment system, types of payment accepted

August 2017 – 30 hours funding 2017-18 new fees prices

February 2018– removal of credit card fee payable as from 1.4.2018

- New price increase from 1.4.2018

February 2019 – increase of prices from 1.4.2019

October 2019 – first months fees paid 1 week prior to starting