



Fee Policy

- Families are given payment options upon enrolment; invoices are issued monthly via the Family app. Families are given the choice of actual or annualised invoices with payment options of weekly or monthly payments.
- Your first month's fees must be paid by the Friday before your child starts their place with us; details of this will be sent in your child's welcome letter.
- Fees must be paid between the first and last day of each month that the invoice period relates to.
- Payments can be made by cash, standing order, bank transfer, childcare tax free scheme, childcare vouchers
- Half fees are payable for pre-booked holidays when 4 weeks written notice is given, these are deducted one week per quarter every child is entitled to three weeks at half price fees.
- HAPPY STARS is closed for 1 week for the August bank holiday week, 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 weeks' 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 any invoice is unpaid after 30 days of the due date Happy Stars may 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.
- Fees will increase on an annual basis in line with any increases of living wage and in line with any changes to financial needs of Happy Stars.
- Children who are eligible for 15 hours funded nursery (flexible free entitlement for 3 & 4 year olds and 2 year funding). This will be shown as FREE/£0.00 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

Early Years Funding for 3 and 4 year olds in receipt of 15 hours only

Our supplement contributions for the children that are in receipt of the 15 hours funding are increasing, please see the fees below, this helps us to cover the cost of our daily fees, food and provisions and other resources.

Supplement contributions for sessions available – stretched funding 11.5 hours per week 50 weeks per year, additional sessions charged at our normal nursery fees	
8-3:30pm session (7.5 hours) £7.50 x 1	1-5pm £5.00 x 1
Supplement contributions for sessions available – Term Time only 15 hours per week 38 weeks per year (nursery term dates only) limited places available	
8-3:30pm session (7.5 hours) £7.50 x 2	
8-1pm session £5.50 x 3	
1-4:45pm session £5.00 x 4	

Early Years Funding for 3 and 4 year olds in receipt of 30 hours

Our supplement contributions for the children that are in receipt of the 30 hours funding are increasing, please see the fees below, this helps us to cover the cost of our daily fees, food and provisions and other resources.

Supplement contributions for sessions available – stretched funding 22.5 hours per week 50 weeks per year, additional sessions charged at our normal nursery fees	
8-5pm £9.50	8-1pm £5.50
8-3:30pm session (7.5 hours) £7.50	1-5pm £5.00
Supplement contributions for sessions available – Term Time only 30 hours per week 38 weeks per year (nursery term dates only) limited places available	
8-6pm £10.00 x 3 sessions	
8-3:30pm session (7.5 hours) £7.50 x 4 session	

Supplement contributions:

These contributions go towards additional services which will part cover the cost of meals, drinks and snacks. This charge will also cover the cost of your child's Learning Journey, baking, messy play, craft supplies, planting and growing, equipment to support children's personal care needs and requirements. It will also cover the cost of outside agencies we have come into the nursery and our trips and visits around the local area which take place throughout the year. It also helps to cover the cost of the resources and additional consumables for all of our annual celebrations.

We appreciate that this is an additional cost to you, and we have kept this cost to a minimum and we do very much thank you for your cooperation. This helps towards us being able to give your child the best quality experience they can have whilst they are with us. Should you have a cause for concern in relation to making this extra payment, please do speak to a member of the management team.

If you would prefer to provide your child with all meals and snacks for the sessions that they attend then you will need to follow our health eating policy, there will be a reduction in your supplement charge **limited places available**. This will also need to be discussed with Clare before the place is accepted.

Children attending more than their stretched hours will be invoiced supplement charges per session/day and additional sessions or days will be charged at our normal fees.

Fully inclusive Fees from April 2023 as below:

- - Lunch is an additional charge

Birth to 3 years From 1 st April 2023	8am – 5pm £50.50	8am – 1pm £29.00	* Lunch £2.00	1pm – 5pm £27.50	5pm –6pm Extra hour £5.50
3 – 5 years From 1 st April 2023	8am – 5pm £48.50	8am – 1pm £28.50	* Lunch £2.25	1pm – 5pm £27.00	5pm–6pm Extra hour £5.50
Junior Stars From 1 st April 2023	8am – 6 pm £38.00	8-1pm £24.50	* Lunch £2.50	1-6pm £24.50	3-6pm £13.00

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, introduction of supplement charges.

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

April 2020 – Fee increase from April 2020 removal of payment by card machine

February 2021 – holiday entitlement added each quarter, Famly app, monthly invoices

April 2022 – Fee increases from April 2022 and additional week nursery closed August bank holiday

January 2023 Fee increases from April 2023