

# Cherry Tree Children's Centre

## Childcare fee policy

We provide childcare 5 days a week from 8.00 am until 6.00 pm for 48 weeks of the year. We close for 1 week at Christmas and Easter, 2 weeks during the summer and for 3 inset days a year.

Our fees are as follows:

<b>Child's age</b>	<b>Number of days per week</b>	<b>Monthly fee</b>
6 months – 2 years	2	£536.00
	3	£804.00
	5	£1340.00
2 -3 year olds	2	£504.00
	3	£756.00
	5	£1260.00

### Free Early Learning Entitlement (FELE)

The Government gives funding to provide free early learning for some 2 year olds and all 3 and 4 year olds. The funding for the FELE does not cover the cost of meals.

The 2 year old FELE and the universal 3 and 4 year old FELE is 15 hours per week for 38 weeks of the year. We stretch this entitlement to 12 hours a week over 48 weeks of the year. Places are provided for 3 mornings, 3 afternoons or a combination of 3 mornings and afternoons each week.

The extended entitlement for 3 and 4 year olds is 30 hours per week for 38 weeks of the year. We stretch this entitlement to 24 hours a week over 48 weeks of the year. Places are provided for 2 full days plus 4 hours over a 3<sup>rd</sup> day (8:00 am -12:00 pm) each week.

A child approved for the 2 year FELE will become eligible for the funding the term after their 2nd birthday. A child approved for the 3 and 4 year FELE will become eligible for the funding the term after their 3rd birthday.

Parents will need to apply the term before their child meets the age criterion or is eligible, to ensure they can access a place at the start of the term; otherwise they will need to wait until the following term.

<b>A child born between</b>	<b>Is eligible from</b>
1 September and 31 December	1 January
1 January and 31 March	1 April
1 April and 31 August	1 September

A part time FELE place can be topped up to a 2, 3, or 5 full days a week place. In this instance the following reduced monthly rate of fees will be payable. There is an additional cost for meals.

*2, 3 and 4 year FELE (15 hours)*

Number of days per week	Free entitlement hours provided	Hours to be paid for	Monthly fees due	Monthly meal costs	Total monthly cost
2	12	8	£201.60	£45.60	£247.20
3	12	18	£453.60	£68.40	£522.00
5	12	38	£957.60	£68.40	£1026.00

*3 and 4 year extended FELE (30 hours)*

Number of days per week	Free entitlement hours provided	Hours to be paid for	Monthly fees due	Monthly meal costs	Total monthly cost
2	20	0	£0.00	£45.60	£45.60
2 ½	24	0	£0.00	£46.60	£46.60
3	24	6	£151.20	£46.60	£197.80
5	24	26	£655.20	£46.60	£701.80

Alternatively, a part time FELE place can be topped up with additional hours. In this instance the following rates of fees will be payable. There is an additional cost for meals.

Hours	Type of place	Daily fee	Daily meal charge
8:00-9:00 am	FEYE – 15 hours	£6.30	£1.00 Breakfast
12:00-1:00 pm	FEYE – 30 hours	£6.30	£3.50 Lunch
5:00-6:00 pm	FEYE – 15 hours	£6.30	N/A
Half a day (6 hours)	FEYE – 30 hours	£37.80	£4.70 Lunch & tea
Half a day am (5 hours)	FEYE – 15 hours	£31.50	£4.50 Breakfast & lunch
Half a day pm (5 hours)	FEYE – 15 hours	£31.50	£1.20 Tea

**General fee information**

Families who have 2 or more children attending childcare at the centre will have their regular monthly fee reduced by 10%, except if fees are not payable for one of the children attending.

When a child reaches the age of 2, their fee will change the month following their 2<sup>nd</sup> birthday.

Additional days are charged at the rate of £80.00 a day. We require 2 working days' notice to cancel bookings for additional days. Failure to give this notice will result in full fees being charged.

Fees must be paid in advance on the 1<sup>st</sup> of every month by either cheque or by a bank transfer payment. A £50 charge will be applied if fees are paid late.

If you wish to withdraw your child or reduce their days, we require 6 weeks written notice before the leaving date or change.

Parents/carers who have outstanding fees without prior agreement from the Childcare Manager will be at risk of their childcare place being withdrawn.

### **Full fees are charged:**

- For children's settling in periods
- When children do not attend
- For closures due to bank and public holidays
- For 3 inset days a year
- When the centre opens later at 10.00am once a month for staff meetings

Full fees are charged for the first 2 weeks of sickness and half fees thereafter, on presentation of a doctor's certificate.

### **Help with childcare costs**

#### Tax Credits for Childcare

Parents who are entitled to Working Tax Credits and working more than 16 hours a week may be eligible for tax credits for childcare. Parents could get up to £122.50 a week for 1 child and up to £210.00 a week for 2 children or more. To find out more, contact HM Revenue & Customs on 0845 300 3900.

#### Universal Credit

Working parents claiming Universal Credit can claim back 85% of eligible childcare costs. Parents can get up to £646 a month for 1 child or £1,108 for 2 children or more. Universal Credit is being phased in and will replace a number of benefits including Tax Credits.

#### Childcare Vouchers

Most employers offer a salary sacrifice scheme, where employers can exchange part of their salary for childcare vouchers. These are tax free and exempt from national insurance contributions. Parents can save up to £933 a year in tax and national insurance savings. Ask your employer for more information.

#### Tax Free Childcare

Eligible parents can open an online account and for every £8.00 paid in the government will add an extra £2.00, up to £2,000 per child or £4,000 if the child is disabled. Parents must be earning at least £120 per week (equal to 16 hours at National Minimum Wage).

### **You can't claim Universal Credit, tax credits or Tax Free Childcare at the same time.**

For more information on help with childcare costs please visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)