

Fees Policy (EYFS Updated - September 2025)

Policy Statement: At Colehill Nursery, we are committed to delivering high-quality childcare and early learning experiences. This policy outlines clear, transparent, and fair procedures regarding fees and payments, aligning with the revised Early Years Foundation Stage (EYFS, September 2025).

Fee Structure:

- Fees are clearly structured based on days and hours of childcare required.
- Parents or guardians will receive a detailed breakdown reflecting their child's specific attendance.

Payment Methods:

- Accepted payment methods include electronic bank transfers, online payment platforms, cash, or cheques.
- Receipts will be issued promptly following payments.

Late Payment:

- Timely payments are expected; late payments may incur an additional fee as outlined in the signed contract.
- Persistent late payments may result in a review of childcare arrangements.

Absences and Refunds:

- Fees remain payable during planned absences, including holidays and illness.
- No refunds or credits will be provided for missed sessions.

Additional Fees:

- Parents will be informed clearly and in advance about any extra charges for special events, trips, or late pickups.
- Optional activities with extra fees will include clear communication, and parents can opt-out if desired.

Fee Reviews and Adjustments:

- Fees are reviewed annually to remain competitive and reflective of service quality.
- Changes to fees will be communicated clearly, in writing, with reasonable notice.

Fee Arrears:

- Childcare services may be suspended if significant arrears accrue until payment arrangements are resolved.
- Transparent communication will be maintained to resolve financial issues amicably.

Contract and Agreement:

- A detailed written contract outlining fees and terms will be provided to and signed by parents or guardians.
- This confirms mutual understanding and agreement of fee policies.

Privacy and Confidentiality:

- All financial information and payment records are treated with strict confidentiality.

Review and Monitoring:

- This policy is reviewed annually or sooner if required, aligning with EYFS guidelines and local regulations.
- Parent feedback is actively sought to enhance and refine our fee policies and practices.

Alignment with EYFS 2025 Changes:

- This policy incorporates EYFS 2025 revisions, ensuring clarity, fairness, and transparency in fee structures and financial arrangements.

Signed: Louise Pile

Date: 15.07.25