Fordbridge Community Primary School

Achieving excellence together

Fordbridge Childcare Plus

Fordbridge Childcare Plus- Charging Policy

Approved by Mrs H Simcox: Date: September 2026

Date: September 2026

Reviewed by: Ms Sam Spencer: Chair of Governors

Review date: September 2027

CHARGING POLICY

Fordbridge Childcare Plus

Childcare Provision – Fordbridge Childcare Plus

Currently Fordbridge Childcare Plus operates childcare facilities for nursery children aged 2-4 years old from 8.30am - 3.30pm.

The following prices are in effect:

2, 3 & 4 year olds £6.50 per hour

For our 30-hour funded wraparound children who are attending full time for 35 hours per week, we offer a reduced rate at **£2.00** per hour for the additional 5 hours each week.

Please be aware, you will need to provide your child with a packed lunch.

Childcare Provision - After School Club

Currently Fordbridge Childcare Plus operates a childcare facility from 3.15pm to 6pm every evening for children attending Reception and above.

The following prices are in effect:

4 – 11-year olds £6.00 per hour

Fees

All fees are payable on the **1st** of the month for the full month in advance via the ParentPay system. If your child is absent due to illness, appointments, holidays or the setting has to close due to adverse weather conditions **all fees must still be paid in full.**

If payments aren't made by the **1st** of the month, your child will not be able to access the setting from the **2nd** of the month and there forth until the outstanding fees are paid. If the space is no longer required a letter giving 4 weeks' notice is needed and fees will be charged until the last day of the notice period.

If you fall behind with your payments. Fordbridge Childcare Plus may have no other option but to suspend your child's place until arrears have been paid in full.
Due to a number of parents/carers previously not paying on time, we have no option but to implement this rule. In exceptional circumstances, Fordbridge may make an exception, on a payment we would normally expect to receive under our charging policy.

Charges are reviewed annually by the Governors and may increase in each year as a result. This will be done in line with inflation and other financial factors.

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Late Fees

Late fees are charged to any parent/carer who are more than **10 minutes late** collecting their child at the end of their chargeable session. Parents/carers will need to phone the setting before the end of the child's session to inform the setting if they will be late.

The rate of late fee: Once you are over 10 minutes late you will be charged £10.00 for every additional 10 minutes you continue to be late on that day. This will need to be settled in full before the child will be able to return for any subsequent sessions.

Notice Periods

As a setting we ask for 4 weeks' written notice in line with parents/carers paying for 1 month in advance.

Child absence

The setting has the right to give 1 weeks' notice of termination of place if the child's allocated sessions have not been attended for 5 consecutive sessions, without you making contact to the setting. It is **YOUR RESPONSIBILITY** to inform the setting of your child's absence. Due to safeguarding the staff will make contact daily to check the reason for the absence, this will not be classed as contact by you, and the 5 consecutive day rule will still apply until you make contact.
This is to allow other children who may be on the waiting list the opportunity to apply and receive childcare. This time period will be reviewed every 6 months.

For full details of the Fordbridge Childcare Plus prices / terms and conditions, please see School's website www.fordbridge@solihull.sch.uk

Please complete and return reply slip below.

Parent Agreement

I agree to the above terms and conditions within the Fordbridge Childcare Plus Charging Policy.

Child's Name: _____

Print Name parent/carer: _____

Signed parent/carer: _____

Date: _____

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