Terms and Conditions.

**Please ensure that you read and fully understand our terms and conditions of business before your child starts attending, as we do not wish there to be any misunderstanding in the** **future**.

* A registration fee of £20 is required to secure a place. This fee covers administration only and is non-refundable.
* A minimum of 2 sessions must be booked per child.
* A deposit of £100.00 is payable on registering your child with the nursery.

The deposit is refunded in full if the final account is paid in full, the child has attended the nursery for a minimum of three months, and we have received the required one months’ notice in writing.

* 1 calendar month notice is required in writing, prior to your child leaving the nursery, or changing the sessions that they attend.
* Fees are payable strictly monthly in advance upon receipt of a monthly account. Failure to pay the balance by the 5th of each month may result in your child's place no longer being available. Fees will be charged at the rates current at the time when the child starts at the nursery. Fees are subject to review, usually on an annual basis. We do not charge for days when the nursery is closed, Bank Holidays and the three days between Christmas and the New Year
* We regret that there are no reduced fees or refunds for sickness or holidays. The place is held for your child and the nursery overheads still must be met. We are also unable to ‘swap’ days but are happy to fit your child in for an extra session if there is a space on that day.
* We reserve the right to cease providing a place to a child if in our opinion this would be in the best interest of the child, the other children at the nursery, or their carers.
* You must immediately inform us of any changes to your personal contact details on the registration form
* A charge of £5.00 per 5 minutes or part thereof will be made for children being collected after 6.00 p.m.
* Once booked, start dates can only be delayed for 1 week or fees will be due in lieu.