



Nursery Parent Pack 2026 – Funding Terms and Conditions

Early Years Funding Explained

Children become eligible for funded hours the term after their third birthday. Eligibility depends on the date of birth: to qualify for funding from the following term, a child's birthday must fall before 31 December, 31 March, or 31 August. For example, if a child turns three in April, their 3–4 year old funding will start on 1 September.

If a child's birthday falls during a term, they will remain on their current funding arrangement until the end of that term. The new entitlement will then apply from the beginning of the following term.

The universal entitlement for 3 year olds is 15 funded hours per week (570 hours across 38 weeks of an academic year). Some eligible families may qualify for 30 funded hours when a child turns 9 months (1,140 hours across 38 weeks). As a daycare provider we stretch this entitlement across 52 weeks of the year. This means that 15 hours of funding equates to 11 hours per week, and 30 hours of funding equates to 22 hours per week.

The funding provided by the local authority does not cover the full cost of a nursery place. It is only intended to cover the core funded hours and additional consumables can be purchased separately. From January 2026, families will be able to add or remove consumables packages on a termly basis. These packages are as follows:

- **Meals Package** – freshly prepared nutritious meals, desserts, snacks, milk and alternatives, formula.
- **Care Package** – nappies, wipes, gloves, aprons, Calpol, Piriton, nappy cream, sun cream.
- **Enrichment Activities & Resources** – sports days, celebrations (e.g. Christmas, Easter, Mother's/Father's Day), Forest School, cooking, baby sensory, yoga, soft play, outings, Little Rackets, dance and music.
- **Additional Hours** – core funded hours are 8:30am–2:00pm. For families accessing 22 funded

hours over 3 days, these hours are extended to 8:00am–3:15pm, with an extra charge of £5 per day to cover resources, snacks, and staffing.

Parents will be asked to opt in or out of packages before the start of each term. No changes can be made mid-term. Families who opt out of certain packages must provide everything their child requires, clearly labelled and in line with nursery policies. If any necessary items are missing, the nursery will provide them and the cost will be charged to parents. Please ensure you have read and understood our policies before choosing to opt out.

Our funded hours are available from 8:30am to 2:00pm over four days, or as an alternative, 22 funded hours can be delivered over three days from 8:00am to 3:15pm (for those eligible for 30 hours funding). Additional sessions may be booked and will be charged at the standard nursery rate (see fees appendix).

Entitlement Summary

September 2025		9 - 23 months	2-3 years	3-4 years
Entitlement	All parents			15h
	Working families	30h	30h	30h
	Families with special circumstances		15h	

Registration and Deposits

A deposit of 50% of your child’s full month's fee will be required to secure a place for your child once the desired days are available, alongside a registration form and fee of £75 and an application form. The deposit will be deducted from your last invoice provided all fees and charges have been paid in full. The registration fee is non-refundable. Registration fees are not charged for funded only places.

Two year old funded (special circumstances) places do not require a deposit for the two funded sessions. However, if additional sessions are added, then a deposit to reflect this will be required. Our account details are as follows:

Fees and Invoicing

Fees are calculated on an annual basis and divided into 12 equal monthly installments . The fees include two Inset days (this allows us to conduct essential, mandatory staff training). Regrettably, refunds or deductions cannot be made if a child is ill (this includes isolating), on holiday, for adverse weather or for any other reason a child does not attend the Nursery.

Invoices are sent on the 1st of each month. Fees are due within 14 days of the invoice date. If the payment is not received within this period, a late payment charge of £25 will be added to your account. An additional £25 will be charged for every further 14 day period the account remains outstanding. If fees remain unpaid after 28 days, your child's place may be suspended until the balance is cleared.

If you anticipate difficulties with payment, you must contact the nursery manager at the earliest opportunity.

Closures and Holidays

The nursery is closed on all public bank holidays and for a short period over Christmas. Fees remain payable during these closures as staffing and overheads continue. Closure dates will be provided at the start of the year to assist families with planning ahead.

Late Collection

Parents must collect their child on time at the end of each booked session. If you are delayed, please inform the nursery immediately. A late collection fee of £1 per minute will apply where a child remains in our care beyond their agreed hours, to cover staffing costs.

Notice Periods

One full calendar month's written notice is required to reduce your child's sessions or to withdraw your child from the nursery. Fees remain payable during the notice period, regardless of whether your child attends. Failure to provide notice will result in fees being charged in lieu of notice.

Review of Fees

We review our fees annually. *Typically*, two to three months notice will be given to any changes made.

Review of Terms and Conditions

We reserve the right to alter our terms and conditions at any time. Parents will be notified prior to any changes being implemented.

Complaints

If you have any complaints about our provision of funded hours you can email your concerns to Wandsworth Early Years Team at EECP@richmondandwandsworth.gov.uk

Working Together

We are committed to working in partnership with families to provide high-quality care and education. We ask parents to keep us informed of any changes that may affect their child's care, and we encourage open and respectful communication at all times.

Consumables Charges

The following tables set out the optional consumables packages. All amounts are shown as monthly charges. Funded hours are free of charge. Consumables packages are optional and can be chosen at the start of each term. Parents who opt out of packages must provide all necessary items for their child in line with nursery policies. Families may still choose to attend for funded hours only (8:30am–2:00pm) at no additional charge if they opt out of all consumables packages.

Optional Consumables – Babies (Under 2s)

Package	3 Days (22h funding)	4 Days (22h funding)
Meals Package	£71.50	£95.30
Care Package	£32.50	£43.30
Enrichment Activities & Resources	£65.00	£86.70
Additional Hours	£52.00	£0.00
Total Monthly Cost	£221.00	£225.30

Optional Consumables – Toddlers (2–3 years)

Package	3 Days (22h funding)	4 Days (22h funding)
Meals Package	£91.00	£121.20
Care Package	£39.00	£52.00
Enrichment Activities & Resources	£78.00	£104.00
Additional Hours	£65.00	£0.00
Total Monthly Cost	£273.00	£277.20

Optional Consumables – Preschool (3–4 years)

Package	2 Days (11h funding)	3 Days (22h funding)	4 Days (22h funding)
Meals Package	£69.30	£103.90	£138.60
Care Package	£8.70	£19.50	£26.00
Enrichment Activities & Resources	£56.30	£77.90	£104.00
Additional Hours	£0.00	£65.00	£0.00
Total Monthly Cost	£134.30	£266.30	£268.60

All Inclusive funding fees and charges

The tables below show our all-inclusive pricing, which covers full nursery days until 6:00pm with free funded hours and complete consumables package (meals, care items, enrichment activities, and resources). This option provides a simple way to cover all costs with a single monthly fee while using the free funded hours . If you wish to combine funded hours with only some additional hours or consumables, please contact us directly for a tailored monthly price. Please note that the all-inclusive option includes a discount on the weekly consumables charge.

3–4 Year Olds – 15 Hours (stretched to approx. 11 hours per week)

Days	Funded Hours	Funded Hours Charge	Non-Funded Hours	Non-Funded Hours Charge	Additional Weekly Charge	Monthly Price
2	10.96	£0	9.04	£99.42	£30	£560.83
3	10.96	£0	19.04	£209.42	£30	£1037.50
4	10.96	£0	29.04	£319.42	£30	£1514.17
5	10.96	£0	39.04	£386.48	£30	£1804.75

3–4 Year Olds – 30 Hours (stretched to approx. 22 hours per week)

Days	Funded Hours	Funded Hours Charge	Non-Funded Hours	Non-Funded Hours Charge	Additional Weekly Charge	Monthly Price
3	21.92	£0	8.08	£88.85	£60	£645
4	21.92	£0	18.08	£198.85	£60	£1121.67
5	21.92	£0	28.08	£277.96	£60	£1464.50

2–3 Year Olds – 30 Hours (stretched to approx. 22 hours per week)

Days	Funded Hours	Funded Hours Charge	Non-Funded Hours	Non-Funded Hours Charge	Additional Weekly Charge	Monthly Price
3	21.92	£0	8.08	£88.85	£60	£645
4	21.92	£0	18.08	£198.85	£60	£1121.67

5	21.92	£0	28.08	£277.96	£60	£1464.50
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9–23 Months – 30 Hours (stretched to approx. 22 hours per week)

Days	Funded Hours	Funded Hours Charge	Non-Funded Hours	Non-Funded Hours Charge	Additional Weekly Charge	Monthly Price
3	21.92	£0	8.08	£90.46	£50	£608.67
4	21.92	£0	18.08	£202.46	£50	£1094.00
5	21.92	£0	28.08	£283.02	£50	£1443.07

Additional Non-Funded Hours Rates

Age	Afterschool Session (2pm–6pm)
0–2	£44.80
2–3	£44
3–4	£44

Agreement

By signing this document, you confirm that you have read, understood, and agree to the terms and conditions outlined in this Parent Pack. These terms apply for the duration of your child's place at the nursery.

Parent

Print

Sign

Date

Representative of Wellington's nursery

Print

Sign

Date