

Policies and Procedures: Payment/Funding.

FEE / CHARGES BREAKDOWN

HOURLY COSTS (All costs are per hour).

Childcare for the first child, Monday-Friday, 7.30am-5.30pm: £4.80

Childcare for the second child and subsequent sibling children (when both attending and one paying full rate)

Monday-Friday, 7.30am-5.30pm: £4.50

Childcare (per child) for unsocial hours - before 7.30am and after 6pm, Monday to Thursday; and between 8am and 5pm on Saturday and Sunday: £9.50*

Childcare (per child) for unsocial weekend hours (Friday after 6pm, Saturday and Sunday before 8am and after 6pm, bank holidays): £10.00*

Babysitting fee per hour for one child (up until midnight): £12.00

Babysitting fee per hour for two or more children (up until midnight): £15.00

Babysitting fee per hour after midnight: £20

Babysitting for parties: £10.00 set hourly fee then £2.00 per child each hour.

Overnight care Monday- Thursday: Hourly rate before 10pm and after 6am, £20 standard fee for time in between (conditions apply).

Overnight care Friday-Sunday: Hourly rate before 10pm and after 6am, £30 standard fee for time in between (conditions apply).

*If there is only one child in at any point during these times, you will be charged £12.00 per hour, this will be discussed in advance.

ADDITIONAL COSTS

Breakfast: £0.75 (included for children attending 5 hours or more)

Lunch for 2 year olds and under: £2.00

Lunch for 3-years-olds and over: £2.50

Tea for 2 year olds and under: £2.00

Tea for 3-years-olds and over: £2.50

Snacks for fee paying children: Included.

Snacks for funded children: £1.00

Retainer for time at (pre)school: £8.00 per session.

Retainer to reserve day for shift workers: £12.00 per day.

Sun cream: 10p per application – recorded and retrospectively invoiced.

Mileage for additional transportation such as to/from swimming lessons/sports groups/guiding and scouting groups/music lessons etc: £0.65 per mile.

Late payment fee: £1.00 per day overdue (exceptions will be made if payment plan discussed).

Registration fee: £50.00

Retainer of place for new starters: £50.00 (deducted from first month's invoice).

Destruction of property: If your child deliberately damages something beyond the expectation of normal wear and tear, you will be invoiced for damages. Failure to pay will result in termination of contract.

Trips: Some trips may incur additional costs such as entry fees or ice cream van treats. These will be raised with you in advance of the trip.

WAYS TO PAY

Payment can be made to EllyTotts by either cheque, voucher scheme, bank transfer or cash. Payments can also be part or fully funded by the government if your child is eligible.

Our preferred methods are funded, bank transfer and voucher schemes.

ONLINE TRANSFER

The account details for online payments are:

Account name: E M Mawson

Account No: 20326960

Sort Code: 30-17-80

VOUCHER

The voucher companies we are registered with are:

Care4 –

Computershare -

EdenRed – P20851924

Fidelity –

KiddiVouchers -

Busy Bees –

Apple -

We can easily register with others so please enquire.

TAX FREE CHILDCARE

Name: Eleanor Mawson

Registration Number: EY452551

Post Code: YO8 3SS

(To find us on the scheme please search for: YO83SS EY452551)

CHEQUES

Cheques are to be made payable to: E M Mawson

An admin fee of £2.50 is charged for cheques.

CASH

Cash is only to transfer hands within The Barn. You can pay on drop off or collection of your child or can pop round on a different day if easier for you. We will NOT accept cash payments in the school playground.

Once you have paid in cash you should immediately receive a written receipt. You should not leave the setting until this has been handed to you.

FUNDING

EllyTotts offers the following: the universal entitlement for all 3- and 4-year-olds; the extended entitlement for eligible 3- and 4-year-olds with working parents; and the 2-year-old entitlement for those eligible.

EllyTotts claims funding from the local authority (NYCC) for your child after having seen evidence to verify their date of birth at our initial meeting. Parents will be required to fully complete a Parent Declaration Form in order for me to claim any funding and deliver the funded care.

The 15 hours universal entitlement for 3- and 4-year-olds and 2-year-olds is offered between 9am and 3pm Monday-Friday. The extended entitlement for eligible 3- and 4-year-olds is offered between 8am and 5pm Monday-Friday.

(Please note that if you are accessing one of the childcare and early years entitlements, that government funding is not intended to cover the cost of meals, other consumables, additional hours or additional services. If you are only accessing funded hours then these charges are optional and are not a condition of accessing a free place. All additional charges will be itemised on your invoice. If you experience difficulties meeting the cost of these additional services please come and speak to me.)

For more information on all entitlements, and to check eligibility criteria please visit

www.childcarechoices.gov.uk. <https://www.northyorks.gov.uk/information-about-childcare-support-costs>.

PAYMENT DATE

Payments are usually made monthly, in advance - invoiced on the first working day of the month – due within 7 days. Specific dates of payments due will be specified on the invoice. If for any reason this does not suit you, we can write it in to your contract that payments are made in arrears/weekly/on a different date. Please inform a member of the staff team when signing the contracts.

Any additional hours (including earlier than contracted drop-offs and later than contracted pick-ups) will be invoiced on the day – where possible this payment should be made on the day, but in all cases within 7 days.

REFUNDS

If, for reasons out of our control, EllyTotts cannot provide childcare for your child we will choose one of the following options as appropriate:

- i) discuss and agree a period of non-charging of fees with you, or
- ii) issue a refund of fees where they have already been paid.

If you are not able to / choose not to send your child when EllyTotts is legislatively able to provide the usual care, no refunds will be made. This includes, but is not exclusive to, if you choose not to send your child on a contracted day due to illness, holiday or your parental choice for your child to not partake in certain activities. However, in exceptional circumstances (including if a parent is on maternity / paternity leave), we MAY consider a percentage of fees being charged as a retainer. If you fail to pay your retainer, no guarantee can be offered for a future place for the provision of childcare.

First written: 25th July 2012 Last Updated: 27th June 2022 Signed:

Date Reviewed:	Signed:	Date Reviewed:	Signed:	Date Reviewed:	Signed: