

Fees, Funding, and Invoicing Policy 1st September 2024 to 31st March 2025

This policy provides important information about our fees, and our delivery of funded early years entitlements. This policy forms part of your terms and conditions of attendance at Fidgets.

Fidgets is open 08:00 to 18:00 51 weeks of the year. We are closed between Christmas and New Year. We close on Public and Bank Holidays and for 2 staff training and development days, usually in April and October. For a full list of closures please refer to our calendar on Family and our Terms and Dates information on our website.

Some outings (such as our Pre-school summer trip), external celebrations and entertainment are not included in our fees, and these will incur additional charges.

Registration Fee:

A non-refundable registration fee of £100 is required to secure your registration at the nursery. Funded only places are not charged this fee.

Minimum Attendance:

Fidgets operates a minimum attendance requirement of at least 2 half day sessions on 2 separate days of the week.

Fees:

Fees are payable monthly in advance, on the 1st of each month, in accordance with the rates in force at the time. Fees are reviewed termly (Jan, April & Sept) each year, or in the event of any government changes or any unforeseen events. Any changes to current rates will be advised in writing, at least one month in advance.

Fees will be the responsibility of the person/persons named on the registration form.

Term time fees are calculated monthly, based on the number of booked sessions for that period. Where a bank or public holiday falls within the term, an alternative session will be offered in relation to the funded hours only.

All other fees are calculated based on 51 weeks of the year and split into 12 monthly payments. Fees include bank and public holidays as well as inset days, which are payable in full spite of closure. Funding for those days will be re-allocated to alternative days that your child attends.

Extra sessions or days (if available) outside the contracted weekly sessions must be paid for on the day or in advance. Funding will not be applied ad hoc days or sessions, nor will the pro-rata discount.

We are unable to accommodate the swapping of days or sessions under any circumstances.

Fees are payable if there is any delay in taking up your nursery place once the place has been confirmed to you in writing, unless you provide us with notice as detailed below.

Where changes or additions are made to sessions, such as additional sessions or a change in the child's age, the invoice for that month will be charged at actual costs, not annualised. The annualised amount will be charged for months where there are no sessions of rate changes.

Notice:

Six weeks written notice is required if you no longer require your nursery place, or wish to withdraw your child from the nursery, or reduce attendance. Fees are payable during this notice period.

Illness/Absence:

No refund will be given in the event of a child's absence due to illness, holidays, bank or public holidays, staff training days, emergency closure due to bad weather or any other reason.

Extra Sessions:

All requests for extra sessions must be made by email to admin@fidgetsltd.co.uk or via Famly to your child's room leader. Payment is required in full before the session.

Late collection:

Children must be collected by/at the end of the session, term time children should be dropped off and collected at their exact session times.

Should a parent fail to collect their child on time, a late fee of £15 will be charged for the first 15 minutes, and a further £15 for every 15 minutes thereafter for term time children. For daycare children the charge is £30 for the first 15 minutes and a further £30 for every 15 minutes thereafter.

Late payments:

Fees are payable in full and in advance, on the first of each calendar month to which they relate.

Payment of the fees is the responsibility of the signatory parent/career named on the registration agreement. A late payment of £10 per day will be charged on fees which are 10 or more calendar days overdue.

Please note that you are liable to pay full fees in the event that funding is not authorised by KCC or withdrawn due to funding being claimed by another setting or if you are no longer eligible. This includes failure to re-confirm eligibility codes.

We reserve the right to refuse entry to a child whose fees are 15 or more calendar days overdue and to terminate their registration. Legal action will be taken where necessary to ensure recovery of all outstanding fees.

If you are experiencing financial hardship, please speak in confidence to the Nursery Manager so alternative payment arrangements can be made.

Children will not be able to access additional sessions until outstanding fees are settled.

Payment Methods:

Fidgets accepts payments from Tax-free Childcare Accounts, bank transfer, childcare vouchers and credit or debit payments via the Famly App.

Tax-Free Childcare:

Tax-free Childcare is a government scheme that allows eligible parents to open an online account to pay for childcare. The government contributes 20% for every pound you pay, so for every £80 you pay, the government will pay in an extra £20. To check your eligibility and to find out more, please visit www.childcarechoices.gov.uk.

Free Early Education Entitlement (FEE funding):

The Government funding is structured for 38 weeks of the year (term time only), Fidgets operates its places and subsequent fee structure for 51 weeks (daycare) and 38 weeks (term time only) of the year. 15 or 30 funded hours are accessible at Fidgets. Funding will be spread across the 51 weeks that we are open when attending all year round.

Parents should visit www.childcarechoices.gov.uk website for further information and to access their eligibility for funding. All parents must complete Declaration Form in advance of claiming the funding, these will be distributed by Fidgets.

Availability of funding:

- Universal Funding – all 3 & 4 year olds – 15 hours
- 3 & 4 year-old funding for eligible working parents – 15 universal + 15 extended hours
- 2 year old funding for eligible working parents – 15 hours. 30 hours from September 2025
- 9 month old funding for eligible working parents - 15 hours from September 2024. 30 hours from September 2025.
- Free-for-2 (FF2) funding for eligible families – 15 hours

In Kent, children becoming eligible to claim their free early education from:

A child born between:	
1 April to 31 August (inclusive)	The start of term 1 following their eligible birthday (after summer holidays) until statutory school age.
1 September to 31 December (inclusive)	The start of term 3 following their eligible birthday (after Christmas and new year holiday) until statutory school age.
1 January to 31 March (inclusive)	The start of term 5 following their eligible birthday (after April holiday) until statutory school age.

Please see the fee tables for fee calculations, and how your child can access their hours at Fidgets including the associated costs and additional hours. Please note that the funding rates are calculated and set by KCC, the costs of days/sessions where funding is applied will rise as your child's age increases.

For further information please contact us or visit www.childcarechoices.gov.uk

Fees include services such as, and not limited to, all meals and snacks, drinks, some forest school activities, extra consumables (e.g. topic resources, baking ingredients etc), enhanced experiences (e.g. visits. Themed days etc), costs related to administering the increased funding and enhanced staff training and development.

How Fidgets Applies the Funding:

All funding from KCC is for 38 weeks of the year (school term time) only. For children attending term time only this funding is applied weekly for 38 weeks. For daycare, we open 51 weeks of the year, so we divide the whole of the funding for a particular period and then divide it by the number of months in that period. For example from September 2024 to March 2025 there are 25 weeks of funding which is allocated over 7 months, and from April 2025 to August 2025 there are 13 weeks of funding allocated over 5 months. This will vary each year depending on the length of the school terms.

The number of weeks in each term are set by KCC and can change each year. This subsequently means that fees payable by parents/carers will increase/decrease accordingly. Typically the autumn term is 14 weeks long, the spring term is 11 weeks long and the summer term is 13 weeks long.

How many weeks of funding your child receives will depend on when they start and/or when they become eligible.

Fidgets allocates a maximum of 9 hours of funding per full day, and up to a maximum of 4 hours per half day session, up to the maximum weekly allowance for children who attend all year round. For term time children Fidgets allocates a maximum of 6 hours per full day and a maximum of 3 hours per half day session.

Each child will receive funding to a maximum of 15 hours each week for 3 & 4 year olds (30 hours for eligible working parents), 15 or 30 hours for working parents of 2 year olds who meet the criteria, and 15 or 30 hours for working parents of 9 months plus (from September 2024) who meet the criteria. Each child will receive funding of no more than 9 hours per day.

Funding can be split between up to two settings. A Parental Declaration Form must be completed for each setting clearly showing how the funding is to be split.

9 months old Working Parent Entitlement:

The Working Parent Entitlement offers up to 15 hours of funding for 38 weeks of the year, which is a total of 570 hours of funding per year. This is due to be increased to up to 30 hours of funding per week from September 2025, which is up to 1140 hours of funding per year.

To be eligible for this funding you need to check your eligibility from the government Childcare Choices website and receive an 11-digit code. To qualify for this, you need to be working and earning at least the equivalent of 16 hours a week at the national minimum wage, but less than £100,000. HMRC is responsible for checking whether a parent is eligible and issuing an 11 digit eligibility code.

You MUST reconfirm your eligibility code with HMRC every 3 months to ensure you stay eligible for the funding and to be able to claim it each term. It is your responsibility to do this and failure to update your details could result in you becoming ineligible for the funding and you will be liable for payment of the fees in full.

In order to claim the hours Fidgets will have to validate the 11-digit code with KCC. To do this we will need the code and the parents' national insurance numbers. These must be provided on the Declaration Form.

For more information, to check your eligibility and to request your eligibility code, please visit www.childcarechoices.gov.uk

2 Year Old Working Parent Entitlement:

The Working Parent Entitlement offers up to 15 hours of funding for 38 weeks of the year, which is a total of 570 hours of funding per year. This is due to be increased to up to 30 hours of funding per week from September 2025, which is up to 1140 hours of funding per year.

To be eligible for this funding you need to check your eligibility from the government Childcare Choices website and receive an 11-digit code. To qualify for this, you need to be working and earning at least the equivalent of 16 hours a week at the national minimum wage, but less than

£100,000. HMRC is responsible for checking whether a parent is eligible and issuing an 11 digit eligibility code.

You MUST reconfirm your eligibility code with HMRC every 3 months to ensure you stay eligible for the funding and to be able to claim it each term. It is your responsibility to do this and failure to update your details could result in you becoming ineligible for the funding and you will be liable for payment of the fees in full.

In order to claim the hours Fidgets will have to validate the 11-digit code with KCC. To do this we will need the code and the parents' national insurance numbers. These must be provided on the Declaration Form.

For more information, to check your eligibility and to request your eligibility code, please visit www.childcarechoices.gov.uk

Free for Two Funding (FF2):

Up to 15 hours for parents of 2-year olds in receipt of certain benefits such as Income Support or Universal Credit. If your child has a Disability Living Allowance or an EHC you may also be eligible. Please visit www.kelsi.org.uk/early-years for more information to see if you are eligible.

3 & 4 Year Olds Universal Entitlement:

All children are entitled to up to 15 hours of universal funding, which is a total of 570 hours per year.

3 & 4 Year Olds Working Parent Entitlement (15 hours):

This is sometimes referred to as 'Extended' or '30 hours' funding. This is up to 15 hours of funding, in addition to the universal funding, hence the '30 hours' and eligibility for this must be confirmed via www.childcarechoices.gov.uk. If eligible you will be given an eligibility code. HMRC is responsible for checking whether a parent is eligible and issuing an 11-digit eligibility code.

You MUST reconfirm your eligibility code with HMRC every 3 months to ensure you stay eligible for the funding and to be able to claim it each term. It is your responsibility to do this and failure to update your details could result in you becoming ineligible for the funding and you will be liable for payment of the fees in full.

In order to claim the hours Fidgets will have to validate the 11-digit code with KCC. To do this we will need the code and the parents' national insurance numbers. These must be provided on the Declaration Form.

Fully Funded Places:

Fidgets offers a limited number of fully funded, term time only places. These places offered at specified times on a termly basis are subject to availability. Please speak to the manager for further information on accessing these places.

Monthly Fees Daycare	With No Funding				With up to 15 Hours Funding Eligibility				With up to 30 Hours Funding Eligibility			
	3-8 months	9-23 months	2 year olds	3 & 4 year olds	3-8 months	9-23 months	2 year olds	3 & 4 year olds	3-8 months	9-23 months*	2 year olds*	3 & 4 year olds
1 full day	369.75	369.75	365.50	359.13	N/A	39.99	122.84	183.65	N/A	N/A	N/A	183.65
2 full days	739.50	739.50	731.00	718.26	N/A	189.87	326.55	425.77	N/A	N/A	N/A	367.24
3 full days	1109.25	1109.25	1096.50	1077.39	N/A	559.62	692.05	784.90	N/A	N/A	N/A	550.88
4 full days	1479.00	1479.00	1462.00	1436.52	N/A	929.37	1057.55	1144.03	N/A	N/A	N/A	851.54
5 full days	1848.75	1848.75	1827.50	1795.65	N/A	1299.12	1423.05	1503.16	N/A	N/A	N/A	1210.67
1 morning session	224.40	224.40	220.15	213.78	N/A	59.52	98.82	126.04	N/A	N/A	N/A	126.04
2 morning sessions	448.80	448.80	440.30	427.56	N/A	119.04	197.64	252.08	N/A	N/A	N/A	252.08
3 morning sessions	673.20	673.20	660.45	641.34	N/A	178.57	296.46	378.11	N/A	N/A	N/A	378.11
4 morning sessions	897.60	897.60	880.60	855.12	N/A	347.97	476.15	562.63	N/A	N/A	N/A	504.10
5 morning sessions	1122.00	1122.00	1100.75	1068.90	N/A	572.37	696.30	776.41	N/A	N/A	N/A	630.13
1 afternoon session	218.03	218.03	213.78	207.40	N/A	53.15	92.45	119.66	N/A	N/A	N/A	119.66
2 afternoon sessions	436.06	436.06	427.56	414.80	N/A	106.30	184.90	239.32	N/A	N/A	N/A	239.32
3 afternoon sessions	654.09	654.09	641.34	622.20	N/A	159.46	277.35	358.97	N/A	N/A	N/A	358.97
4 afternoon sessions	872.12	872.12	855.12	829.60	N/A	322.49	450.67	537.11	N/A	N/A	N/A	478.58
5 afternoon sessions	1090.15	1090.15	1068.90	1037.00	N/A	540.52	664.45	744.51	N/A	N/A	N/A	598.23
<i>*Sept 2025</i>												
Additional Session Cost												
All day (8am-6pm)	87.00	87.00	86.00	84.50	87.00	87.00	86.00	84.50	87.00	87.00	86.00	84.50
Morning (8am-1pm)	52.80	52.80	51.80	50.30	52.80	52.80	51.80	50.30	52.80	52.80	51.80	50.30
Afternoon (1pm-6pm)	51.30	51.30	50.30	48.80	51.30	51.30	50.30	48.80	51.30	51.30	50.30	48.80

