

Basic Funded Offer

Basic Funded Offer Booking Form



Childs Name:	Parents Name:
Autumn / Spring / Summer Term 20.....	Parent Contact Number:

Please circle the funded sessions you would like to request and if your require nursery food.

Monday		Tuesday		Wednesday		Thursday		Friday	
am	pm	am	pm	am	pm	am	pm	am	pm
lunch	tea	lunch	tea	lunch	tea	lunch	tea	lunch	tea
Term time place (38 weeks per year) Yes / No					Stretched place (51 weeks per year) Yes / No				

15 hours funding	30 hours funding	Split funding
30 hour eligibility code:	Date received:	Date valid till:

If funding is split between two settings please state which setting will access the initial 15 hours and which setting will access the extended 15 hours.

Initial 15 hours:	Extended 15 hours:
Parent Signature:	Date:

These are your confirmed sessions for the coming term & food costs if required

Monday		Tuesday		Wednesday		Thursday		Friday	
am	pm	am	pm	am	pm	am	pm	am	pm
lunch	tea	lunch	tea	lunch	tea	lunch	tea	lunch	tea
Weekly lunch/tea fee £					Monthly lunch/tea fee £				
Term time place (38 weeks per year) Yes / No					Stretched place (51 weeks per year) Yes / No				

I agree to the terms and conditions of this contract

Main Carers Signature:	Printed name:
Relationship to Child:	Date:
Nursery Signature	Printed name:

Basic Funded Offer

Terms and Conditions



This contract is for children accessing a basic funded place and attending for the free hours only over either 38 or 51 weeks per year. Under our Basic Funded Offer places are offered and allocated based on the spaces the nursery has available. The place or sessions are subject to change on a termly basis, based on the spaces available in the nursery. Families accessing our standard Fee and Funding are given priority on place allocation.

- This contract is valid for one academic term and must be re-signed each term when an offered place is accepted. There are three terms per year. Autumn (September to December), Spring (January to Easter) & summer (Easter to July). Allocation of places will be notified to parents no later than two weeks prior to the start of the term.
- Places are offered in 5 hour session blocks - either 8 am to 1 pm or 1 pm to 6 pm or a 10 hour day - 8 am to 6 pm.
- You can split your 30 hours funding over two settings. Parents must inform us who the other setting is and must confirm on the booking form which setting will get the initial 15 hours and which gets the extended 15 hours.
- The fees we are paid for funded sessions covers only the funded session itself although we also provide morning and afternoon snack and drinks throughout the day. Breakfast is not included. Children accessing a morning funded session must have breakfast prior to arriving at nursery.
- Parents choosing to access nursery food must make a termly commitment to access and pay for nursery lunch / tea. Fees are calculated for the term and then split into a monthly fee. Fees are due on the 1st of the month and by the latest the 10th of the month after which point a £1 per day late fee will be incurred. On the 15th of the month the manager reserves the right to withdraw access to nursery food if fees are still outstanding. Parents are liable for lunch and tea fees for the whole term as per contract.
- Meal charges do not apply to 2 year old funded children.
- Parents choosing to bring packed lunch / tea must follow healthy eating guidance and not provide food that requires heating or refrigeration or contains nuts.
- Missed sessions cannot be swapped to other days/sessions. Absences due to sickness or other reasons must be notified to the nursery to ensure registers are maintained. Low attendance may result in your place being withdrawn and offered to another child.
- Regular extra sessions are not available to book over and above funded sessions. Any agreed adhoc sessions must be paid for in advance of attendance.
- All children attending our nurseries have access to wonderful opportunities both indoor and out with the support of our excellent staff team. The basic funded offer does not affect the opportunities your child has whilst at nursery.

It is possible to convert this contract to our standard fee and funded contract by adding additional chargeable sessions and guarantees your place throughout a child's time with us as well as the option to book extra sessions as and when required and access to all our additional services such as French and Forest School.