

## Fees and Early Education Funding Policy

### Purpose

Aflah Nursery is committed to providing clear, transparent and fair information regarding nursery fees, Early Education Funding and additional contributions. This policy explains how funded places are administered, payment arrangements and the responsibilities of both the nursery and parents/carers.

### Early Education Funding

Aflah Nursery offers funded early education places in accordance with the funding arrangements set by Oxfordshire County Council.

Funding is available to eligible families and is subject to the criteria determined by the Government and the Local Authority. Parents are responsible for ensuring they continue to meet the eligibility requirements throughout their child's attendance.

#### When to apply

You can apply from when your child is:

1 year and 36 weeks for 15 hours free childcare

2 years and 36 weeks for 30 hours free childcare

| Your child's birthday      | When they can get their free hours from | Recommended time to apply |
|----------------------------|-----------------------------------------|---------------------------|
| 1 September to 31 December | Term starting on or after 1 January     | 15 October to 30 November |
| 1 January to 31 March      | Term starting on or after 1 April       | 15 January to 28 February |
| 1 April to 31 August       | Term starting on or after 1 September   | 15 June to 31 July        |

*You can apply outside of these recommended dates but you might not receive your code in time. You must have a valid code by the end of the month before a new term starts.*

Parents accessing the Working Parent Entitlement must reconfirm their eligibility code every three months through their Childcare Choices account. Failure to reconfirm the code may result in the Local Authority withdrawing funding, in which case parents will be responsible for any childcare fees that are no longer funded.

Parents must provide all required funding information and documentation before the start of each funding period to ensure funding claims are submitted accurately and within Local Authority deadlines.

### Nursery Fees

Any childcare hours or services that are not covered by government funding will be charged in accordance with the nursery's current fee schedule.

Invoices are issued termly, and payment must be made within seven days of the invoice date, unless an alternative arrangement has been agreed in writing.

Parents are responsible for ensuring all invoices are paid on time. Where payments remain outstanding, the nursery reserves the right to apply late payment charges, suspend additional services or withdraw a child's place following reasonable notice.

### **Enrichment and Consumables Contribution**

To enable Aflah Nursery to provide an enhanced programme of experiences and resources beyond the core funded entitlement, families are asked to contribute per term towards enrichment activities and consumable resources.

Termly charge for children availing up to 15 hours/week of funded hours: **£35.00 per term**

Termly charge for children availing up to 30 hours/week of funded hours: **£40.00 per term**

These contributions help to support:

- activities such as baking, exploring foods as part of our healthy eating theme, and workshops such as our Prophetic Foods sessions;
- additional resources for special workshops, activities and events (at least two offered each month) wherein your contributions will help towards costs of an external visitor for educational purposes, enhanced resourcing for a special workshop eg exploration of natural dyes from different fruits /making dyes as part of our theme 'Enjoying our Senses' as well as prizes & treats for whole nursery events such as sports mornings & Splash Day as well as celebration assemblies with parents & children invited for pre-assembly breakfast;
- occasional local trips and outings (for example visits to allotments (buying seeds, pots etc), the Oxford Centre for Islamic Studies (entailing a taxi fare & visit fee) to explore shapes in architecture & Islamic heritage, local library visit (purchase of book bags for in-house library), seasonal walks and local shops to purchase foods for fruit rockets, bread making ingredients etc, approximately once every two months);
- personal hygiene consumables such as wipes and nappy sacks.

These contributions are entirely optional, and **all** children will continue to have access to the full range of EYFS experiences.

Contributions enable us to provide a wider range of enriching opportunities, giving children the chance to fully immerse themselves in their community. Without your support, we would not be able to offer these valuable experiences.

This is a non-exhaustive list of examples. This charge will not include costs for non-local trips.

We greatly appreciate families' support, as these contributions enable us to continue providing high-quality learning experiences and resources that enhance children's education and wellbeing.

This contribution is not a condition of accessing a funded place, and every child will continue to receive their funded early education entitlement regardless of whether a contribution is made.

### **Tax-Free Childcare**

Parents may be able to use the Government's Tax-Free Childcare Scheme to help pay for eligible childcare costs that are not covered by government funding. Parents are responsible for

managing their Tax-Free Childcare account and ensuring payments are made within the required timescales.

**Arabic Club:**

Arabic Club runs from 1:15-1:45 pm, Monday-Friday. Arabic Club will be made available to your child for a full term after his/her start date.

Mon- Fri: (5 sessions): **£8.00**

If you are only attending on certain sessions in the week then each session will cost: **£2.00** per session.

**Changes to Fees**

Nursery fees and contributions are reviewed periodically to ensure the continued delivery of high-quality childcare and education. Parents will be given reasonable notice of any changes to fees, charges or contributions.

**Monitoring and Review**

The Directors are responsible for ensuring this policy is implemented consistently and reviewed annually, or sooner if there are changes to legislation, Local Authority funding arrangements or nursery procedures.

Date Approved: August 2026

Review Date: August 2027

Aflah Nursery