

## Rangers Fees from 1<sup>st</sup> April 2025

### Rangers Before and After School

Session	Fee
Early Start 7.30 am to 8.00 am	£4.50
Before school (includes breakfast) 8.00 am to 9.00 am	£11.25
After school (includes hot cooked tea) 3.15 pm to 6.00 pm	£22.50

Fees are invoiced at the end of the month and due by the 15<sup>th</sup> of the following month. A surcharge of 10% will be payable on fees outstanding on the 20<sup>th</sup> of the month.

### School Holidays

Session	Fee
Early Start 7.30 am to 8.00 am	£4.50
Full day holiday club (includes, breakfast, lunch, tea and snacks) 8.00 am to 6.00 pm	£53.50

Late collections after closing (6.00pm) will be charged at £7.50 per 15 minutes.

Fees are invoiced prior to the holidays and due before the holiday starts. Any late payments could be subject to a surcharge of 10%.

### How to book

You can book all sessions for our Breakfast Club, After School Club and Holiday Club by email or telephone.

Breakfast Club and After School Club sessions can be booked on an adhoc basis or for regular sessions. Our Holiday club can get extremely busy and therefore it is vital to book to avoid disappointment. Invoices will be raised for Holiday Club bookings and payment is due by the due date on the invoice. If payment is not received by the due date, you will forfeit any future sessions booked.

### Cancellations

If for any reason you need to cancel your place please do so at your earliest convenience.

- **Breakfast Club** - If you need to cancel your place please telephone to let us know. This ensures we can plan transport accordingly.
- **After School Club** - Cancellations after 12pm on the day your child is due to attend are subject to a fee of £5.50 to cover the cost of the meal. There will be no charge for places cancelled before this time. If, however, you do not let us know that you do not need your child collecting and we go to their school to collect them, then the full session fee will be charged.



- ♦ **Holiday Club** - If you cancel within 72 hours to the day your child is booked in, full fees will be due. If places are cancelled prior to 72 hours, we will credit your account.

## Opening Times

We are open Monday to Friday between 8am and 6pm.

## Early Starts

Early starts from 7.30am are available by request only at an additional charge. If you require an early start please book in with the office.

## Late Collections

Please let us know if you are going to be late collecting your child. A £2.50 charge will be applied per 15 minutes. Late collections after closing (6.00pm) will be charged at £7.50 per 15 minutes.

## Alternative Child Collection

Under no circumstances will a child be allowed to leave GWFEYC with anyone unknown to the staff unless the parent has previously arranged this. If alternative arrangements are made the GWFEYC will require their name, photograph and a password.

## Child Illness

In order to maintain a healthy environment children should be kept at home if unwell. Minor coughs and colds will not exclude attendance at GWFEYC as long as the child is well enough to cope with the day. Please inform us of any absences via email or telephone as soon as possible. You will still be charged full fees for that session in line with our cancellation policy.

## Fees and Invoices

Invoices will be raised at the end of each month for Breakfast and After school clubs. These will be sent to you through our eyparent app, payment is required within 15 days for Breakfast and After School Club. Invoices for Holiday Club will be raised before the club commences and payments must be received by the due date on the invoice or you will forfeit any future sessions booked. You can pay invoices by either cheque, cash, BACS, Tax free childcare or childcare vouchers. Our bank details are: Great Wood Farm EYC, account number - 83918025, sort code - 40-28-20.

Late payment of your invoice will be subject to an automatic 10% surcharge. If cheques are returned by the Bank, a fee of £20 will be charged to cover costs incurred. Failure to meet payments will result in the termination of the place.

GWFEYC is closed between Christmas and New Year and on all Bank Holidays throughout the year.

A 10% reduction of fees is available when a Ranger has a sibling in The Baby, Toddler or Kindergarten Rooms.

Fees are reviewed annually by the Directors and four weeks' notice will be given before any fee increase is implemented.