

Fees Policy 2025

- A non refundable registration fee of £25 is payable – to cover settling in visits and pre visit packs
- Once a nursery place becomes available and is accepted your child's first months fees are required to secure the place. Failure to subsequently take up this place will mean that these fees are forfeited.
- Fees are payable for 52 weeks per year including bank holidays
- Fees are payable if a child is absent due to sickness or holiday. For any long term sickness this will be discussed with parents to find a workable solution
- Fees are payable one month in advance due by the first of each month as stated on the invoice
- Fees should be paid by BACS or Tax free childcare (CTF)
- One months notice is required to make any changes to attendance (subject to availability)
- Two months notice in writing is required to cancel any place
- Failure to pay fees promptly will incur a late payment charge of £20
- The setting may close due to emergency situations beyond our control such as adverse weather conditions, UKHSA government guidance, loss of utilities or evacuation of premises, fees are still payable for these days.
- Pumpkin Patch, Farnborough offers 10% military discount for non funded places.
- Children under 2 years are required to take a minimum of 2 full days over a weekly period to provide continuity of care
- Fees are reviewed on an annual basis in April
- Late collection charge is £15

For more information about help with childcare costs please see <https://www.beststartinlife.gov.uk>

Government Funded Hours

It is a requirement of Hampshire's' Early Years Education (EYE) Funding Payment Terms and Conditions to have a transparent fee policy.

- Pumpkin Patch offers the current funding for 9 months old, 2, 3 and 4 year olds
- Funding is available for 51 weeks per years, the remaining week is charged at our standard rate.
- Fees are calculated for each session your child attends

- Parents will be required to supply proof of their child's details in the form of their passport or birth certificate
- EYE can be accessed flexibly whether term time over 38 weeks or full time over 51 weeks. Funding can be used for just one days attendance for 10 hours or over 3 days at 5 or 6 hours per day depending on parents requirements.
- Pumpkin Patch makes charges for consumables such as nappies and suncream due to storage and safety concerns but please note that this is a voluntary charge and we offer an opt out option
- Pumpkin Patch makes charges for snacks, meals and sundries as detailed in our fee table.
- Fees are still payable when children are on holiday
 - Any significant changes to your child's hours, such as opting out of additional hours requires one month's written notice
 - Children under two years old are required to attend a minimum of 2 days per week to ensure continuity of care, this is not a mandatory condition of delivering funded hours
 - Any hours taken above funded hours will be charged at our hourly rate (see fee sheet)
 - If a child attends only for EYE hours no notice is required to cancel a place
 - Any 10% sibling discount will no longer apply to the fees once a child receives EYE Funding, we will still offer this discount to any non funded siblings
 - Invoices are created in the middle of the month for payment for the following month and sent electronically to parents with payment terms and methods on each invoice
 - In the event that we have to close in an emergency lost EYE hours can be taken at another opportunity - please see our Health and Safety Policy for emergency closure/ adverse weather. If we are told to close due to government guidance we will follow local Hampshire Council information with regards to EYE funding
- If parents need help in paying fees they must speak to the manager in the first instance and we can discuss fee payments using payment plans or in instalments.
- Failure to pay fees following discussions and arranged payment plans may result in legal action

Please read in conjunction with our Funding Information Pack