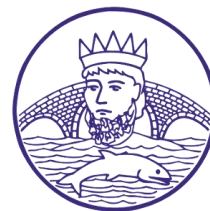


King Athelstan Primary School

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King Athelstan Primary School & Nursery

Terms and Conditions

Early Education Entitlement (EEE) and Additional Paid Hours for 3 & 4 year olds

Introduction

These Terms and Conditions outline the arrangements for nursery places at **King Athelstan Primary & School Nursery**, including the Government-funded **Early Education Entitlement (EEE)** for eligible 3, and 4-year-olds and any **additional paid hours** or services.

By accepting a nursery place and signing this agreement, parents/carers confirm they have read, understood, and agree to the terms set out below.

Funded Early Education Entitlement

- The Government provides funding for:
 - Up to **15 hours per week** of free early education for all 3- and 4-year-olds; and
 - Up to **30 hours per week** for eligible working families.
- The funding covers **38 weeks per year** (term-time only).
- Parents claiming the **30-hour entitlement** must apply via the <https://www.beststartinlife.gov.uk/> website and provide the following before the start of term:
 - A valid **30-hour eligibility code** (starting 500...)
 - The **National Insurance** number of the parent/carer at the child's main residence
- The **child's date of Birth**
- Parents must **reconfirm eligibility every 3 months** through their <https://www.beststartinlife.gov.uk/> account.
- If eligibility is not reconfirmed or becomes invalid, funded hours will revert to the universal 15 hours or be charged at the current hourly rate.



Attendance and Session Options

King Athelstan Primary School Nursery offers the following session patterns:

Session type	Time	Hours	Cost per Week
Morning Session	8:30am - 11:30am	3 hours	Funded
Afternoon Session	12:30pm - 3:30pm	3 hours	Funded
Full Day (30-hour entitlement)	8:30am - 2:30pm	6 hours	Funded
Full Day with Additional Paid Hour	8:30am - 3:30pm	7 hours	£40 per week

All session allocations are subject to availability. Parents/carers must complete a **Parent Declaration Form** at the start of each academic year to confirm how they wish to use their funded hours.

Funded hours can only be used during our published nursery session times.

Additional Paid Hours and Services

Parents/carers may request to purchase additional hours beyond their funded entitlement on a term by term basis, subject to availability.

Item	Time	Hours	Cost per Week
Extending from 30 to 35 hours per week	2:30pm - 3:30pm	1 hour	£40
Additional payable morning session	8:30am - 12:30pm	4 hours	£160
Additional payable afternoon session	11:30am - 2:30pm	3 hours	£120
Additional extended payable afternoon	11:30am - 3:30pm	4 hours	£160

- The current charge for additional hours is **£8 per hour**.
- Payment for additional hours and services is due **monthly in advance**, payable by **ParentPay**
- Late payments may incur a fee of **£50** and the nursery reserves the right to suspend a child's place until outstanding balances are cleared.
- Your child/ren must attend the same session times each day for the full term; ad-hoc changes to daily hours aren't permitted."

Absence, Holidays, and Closures

- No refunds or credits are given for non-attendance for sickness and holidays.
- In the unlikely event that the school is closed due to unforeseen circumstances (e.g. adverse weather, health and safety), fees for additional paid sessions will be refunded

Notice Period and Withdrawal

- A **minimum of 4 weeks' written notice** is required if you wish to reduce or add to your child's hours or withdraw from the nursery and a Notification of Changes form must be

completed. Please request a copy of the Notification of Changes form from the school office.

- King Athelstan Primary School Nursery reserves the right to withdraw a place if:
 - Fees remain unpaid at the start of the term;
 - The child's attendance pattern impacts the setting's ability to meet funding conditions; or
 - There is a serious or repeated breach of these Terms and Conditions.

Funding and Parental Declaration Form

- Parents/carers must complete an AfC **Parent Declaration Form** at the start of each academic year to confirm their funded hours.
- The school will claim the funding from the Local Authority on the parent/carers' behalf.
- Funded hours cannot be claimed for the same time at more than two settings.
- Attendance needs to be consistent as funding may be withdrawn if there are prolonged or excessive absences.

Changes to Fees and Terms

- King Athelstan Primary School Nursery reviews its fees and Terms and Conditions annually.
- Parents will be given at least **4 weeks' notice** of any fee changes or updates to these Terms.

Data Protection

- King Athelstan Primary School Nursery collects and stores personal data in accordance with the **UK General Data Protection Regulation (UK GDPR)** and the **Data Protection Act 2018**.
- Information may be shared with the Local Authority, HMRC, or Ofsted solely for the purpose of verifying funding and managing childcare provision.

Agreement

By joining nursery and accepting the place I agree to the Terms and Conditions.

Terms & Conditions Dated: December 2025

Next Review: September 2026