

# Fee Paying Policy



All parents/carers have a responsibility to pay all their childcare fees as laid out in this policy. Failure to do so will result in the child being unable to attend the setting.

## Overview

- Fees will be set annually by the Management and will generally take effect from September.
- Changes to fees will be notified to parents at least 6 weeks in advance of the change taking place.

## Fee Charges for Year 2025-2026

### Payment of Paid Childcare

Our full price regular hourly rates when not using government funding are:

	Mini Foxes (2.5 years and above, pre-preschool year)	Little Foxes (Preschool year)
Full charge without using funding	£10.80	£10.30

### Sessional rate illustration

	Breakfast Club 8am -9:30am	Core Hours 9:30am – 2:30pm	Tea club Mon-Wed 2:30pm – 5:30pm	Tea club Thursday 2:30pm – 4pm
Mini Fox full charge without funding	£16.20	£54	£32.40	£16.20
Little Foxes full charge without funding	£15.45	£51.50	£30.90	£15.45

This is for non-funded hours.

### Payment of Consumables Charge items

Consumables charge items are all the items and activities not covered by the government funding.

This is optional for all families, however if you do opt out of this charge we cannot offer your child any of the consumables including the enhanced trip ratio of 1 adult to 4/5 children whilst in the forest. We need the enhanced ratio to keep your children safe whilst in the forest. Therefore, for families opting out of the consumables charge we can no longer offer you forest sessions. You would also need to provide packed lunches, and pay additional charges for your child to access the range of trips, parties and enrichment sessions that we run throughout the year. We will only be able to offer your child indoor sessions where we have a larger ratio.

We will include the charge on your usual invoice, but please come and speak to a member of staff if you wish to opt out. Parents will be asked to make a termly commitment for all chargeable items as stated in the EYR01 Parental Declaration form. Please note that parents who agree to pay the chargeable items are prioritised for admission into Little Foxes.

Our hourly consumables charges for food, daily trips to the woods, enrichment sessions, additional trips and parties are:

	Mini Foxes (2.5 years and above, pre-preschool year)	Little Foxes (Preschool year)
Chargeable items fee per hour	£3.90	£3.25

Sessional rate illustration of consumable charges:

	Breakfast Club 8am -9:30am	Core Hours 9:30am – 2:30pm	Tea club Mon-Wed 2:30pm – 5:30pm	Tea club Thursday 2:30pm – 4pm
Consumables charge Mini Foxes (2.5 years and above, pre-preschool year)	£5.85	£19.50	£11.70	£5.85
Consumables charge Little Foxes (Preschool year)	£4.88	£16.25	£9.75	£4.88

To support the payment of chargeable items and private hours, working parents can use their Tax Free Childcare Allowance. Click [here](#) for more details on how to claim [Tax](#)

[Free Childcare](#) giving up to 20% government support for all childcare costs. For families claiming [Universal Credit](#), there is up to 85% government support for all childcare costs, and you can claim in advance!

### ***Chargeables***

The below table shows a breakdown of the chargeable hourly rate. The hourly rate is shown in green and is reviewed annually. The costs below are illustrative of how the rate is calculated across the setting. Where possible we have tried to reduce the hourly charge to ensure affordability for our families.

	Mini Foxes hourly charge £3.90	Little Foxes hourly charge £3.25
Trip charge for woodland activities.	£2	£1.75
Breakfast	£0.18	£0.18
Lunch	£0.33	£0.33
Morning and afternoon snacks	£0.12	£0.12
Mon – Wed Tea club total charge includes: snack, tea, woodland trip charge from 2:30pm – 3pm and additional play resources for indoor play.	£1.05	£1.05
Thurs Tea club woodland trip charge from 2:30pm – 3pm	£0.40	£0.40
Non food consumables including sun cream and hygiene products	£0.19	£0.15
Trips and parties	£0.12	£0.10
Woodwork, tools and fire	£0.07	£0.05
Enrichment weeks	£0.12	£0.10
Use of online learning journal	£0.07	£0.05

### **Voluntary Contribution**

In order to maintain a sustainable business model we have greatly appreciated the number of families who have supported us by paying a voluntary contribution over the past few years. This has ensured the survival of Little Foxes.

Continuing to support us through a voluntary contribution enables us to continue to pay our amazing team the National living wage. This is well below the level that this highly qualified group of individuals deserves but it's still not attainable with the funding provided from the government and the ratio we provide your children. We can only pay the national living wage to our team with your support through the voluntary contribution. We appreciate that in the current financial climate that this is unmanageable for some of you. At the point of registration, we will therefore ask you to opt into band A or B of the voluntary contribution.

Band A	Band B	Opt Out
£3 per core hours	£6 per core hours	£0

## **Help with fees**

Please see our fees webpage: <https://www.littlefoxesforestschool.com/fees-and-pricing> and our admissions policy: <https://www.littlefoxesforestschool.com/policies> for the latest information about the range of help that is available to you for fees including:

- Government entitlement to 15 or 30 hours for 2-4 year olds
- Tax free childcare account
- Universal credit

Up to date information can also be found on <https://www.childcarechoices.gov.uk/>

## **Children of Staff**

The following rates will apply when staff are working in the setting, **if financially feasible:** 50% discount on fees payable.

- Holiday camps: children of staff get a half price discount on Little Foxes Forest School Holiday Camps.

## **Payment**

- Payment of fees must be made in advance. Failure to do this will result in the child not being able to attend.
- Invoices will be sent out by the 22nd of each month for the forthcoming month. This must be paid by the 1<sup>st</sup> of the month in advance of the child attending the setting.
- Payment is monthly.
- Payment is by monthly standing order or BACS transfer to:
  - Stoke Park HSBC Bank Account: Little Foxes Forest School
  - Sort code: 40-14-14
  - Account Number: 22178966

- Reference: Your child's name

Payment is also welcomed using your tax free childcare account. Please ensure you choose Little Foxes Forest School, with the Lockleaze BS7 9TD address for your payment.

## **Late Payment Charges**

Failure to make a payment will incur additional administration charges. If a payment is over 2 weeks late an additional £20 will be added to the bill. If a payment is over one month late Little Foxes Forest School reserves the right to terminate the child's place. We will make every effort to work with families to ensure this is a last resort scenario.

## **Late Pick Up Charges**

Late collection causes significant disruption and increased staff costs, it may also affect the child:adult ratios, and needs to be avoided except in cases of genuine emergency. Therefore, if a parent/carer is late collecting their child, an additional charge will be made of £20 for the first 15 minutes then £1 a minute for every minute late after that.

## **Non-Attendance**

If a child does not attend a session which has been booked due to e.g. illness, holiday etc, a refund will not be given.

## **Notice Period**

If a parent/carer wishes to remove their child from the setting, s/he must put this in writing to the management, 6 weeks term time weeks in advance. A final invoice will then be provided.