

EARLY (Nursery & Reception) YEARS FEES AND CHARGES

from 1st September 2023

West Hill Park School participates in the Government's Early Years Funding Scheme (EYE), which provides children aged between 3 and 5 years with 15 free hours of education per week. All participation is in the form of sessions as listed below:

	Start	Finish		Start	Finish
Full morning without lunch	0820	1150	Short morning with lunch	0850	1300
Full morning and lunch	0820	1300	Afternoon without lunch	1300	1530
Short morning without lunch	0850	1150	Full day	0820	1530

Any hours attended in excess of the 15 free hours are charged at the rate of **£9** per hour, which is also the hourly rate for children who are too young to be eligible for the 15 free hours. The core sessions include swimming, French, Music and Forest School, which are taught by qualified specialist staff. An enhanced provision fee of **£3** for every free hour claimed by children eligible for the EYE funding will therefore be charged. The school adopts a flexible approach to attending sessions. Parents should contact the Head of Early Years with any requests in the first instance. Extra sessions, where available, are charged in arrears at the rate of **£9** per hour. In the terms after a child in Reception reaches the age of five, the termly fee is **£4,270**.

REGISTRATION FEE

A registration fee of **£215** is charged when an application is made for entry of a child into the School. This fee is not refundable under any circumstances.

CONFIRMATION FEE

A confirmation fee (deposit) of **£500** is due for payment when a child is registered. The fee is returned when the child leaves the School providing that due notice of leaving has been given (see overleaf).

ADMINISTRATION FEE

The deadlines for existing pupils for booking each term's fees are 15th June for the Autumn Term, 1st December for the Spring Term and 1st March for the Summer Term. Any changes requested after these dates will incur an administration charge of **£100**.

PAYMENT OF FEES

Fees are payable in advance together with any extras arising from the previous term and must be paid no later than the first day of term. Interest is charged at the rate of 2% per month on late settlement of accounts.

NOTICE OF LEAVING

One term's notice to be given no later than the first day of the term must be given before the withdrawal of a child. Failure to do so will mean that the School retains the confirmation fee.

REMISSION OF FEES

No remission of fees will be granted when a child is absent for whatever reason.

MORNING CLUB

A morning club is available from 0740 and is compulsory for children who arrive at school before 0820. Individual days are charged in arrears at the rate of **£4.85** per day. Morning Club can be booked in advance for the whole term for **£183**.

Fees

AFTER-SCHOOL CARE

After-school care is available until 1640, 1720 or 1740. A light tea is provided for children staying until 1720 or 1740. Activities are available for children in Reception until 1640. It is possible to take advantage of discounted rates by paying in advance. Charges are as below:

End Time	Charge per individual day paid in arrears	Charge per term for the same day each week paid in advance	Charge for the whole term paid in advance
1640	£ 10.75	£ 97	£ 325
1720	£ 18.25	£ 162	£ 540
1740	£ 20.50	£ 183	£ 590

Note that on certain dates listed in the calendar after school care finishes at 1630. The rates shown above for charges paid in advance take account of this.

CLUB WHP

Full day: £49.50; Half day until 1300 or from 1300: £31.50; Half day until 1200: £29.

RIDING LESSONS

Riding Lessons are available at a cost of £28 per lesson.

Notes:

- i. Fees are payable in advance, together with any extras arising from the previous term and must be paid no later than the first day of each term. For the EYFS, extra sessions (where available) are charged and are due for payment in arrears each term. Interest is charged at the rate of 2% per month on late settlement of accounts.
- ii. One term's notice (to be given no later than the first day of that term) must be given before the withdrawal of a child or one term's fees will need to be paid in lieu of notice.
- iii. No remission of fees will be granted when a child is absent for whatever reason.
- iv. Please refer to our Childcare Voucher and Tax Free Childcare policy document.

West Hill Park Payment Details

If you wish to pay your fees by bank transfer please use the following information:

Name: West Hill School Trust Limited
UK Account Number: 45633649
UK Sort Code: 52 41 32
IBAN: GB08 NWBK 5241 3245 6336 49
BIC: NWBK GB 2L