

The Close Day Nursery School



Pricing Policy, Terms of Business and Fees

Registration - we require a £50 non-refundable administration fee upon receipt of a booking form.

Payment - Payments are due by the 9th day of every month, i.e January invoice to be paid by 9th January

Notice of Termination: We require one month's written notice in advance, or one month's fees in lieu of notice. This applies to all clients.

Holiday Discount: This is available only to Full Time Children. We allow up to 4 weeks normal sessions to be taken at a 50% discount off private fees. We also require 4 weeks written notice for holidays. Entitlement is based on 1 week for every three full months paid attendance.

Payment Method: We accept BACS, standing orders, the Government Tax Free Childcare Scheme and vouchers schemes Please see Lorraine for further information. We do not accept credit cards or cheques /cash.

For ePayments and standing orders, payment should be made to:

The Close Day Nursery Opco Ltd

Sort Code: 04-00-03

Account Number: 54367146

OFSTED Registration Number: EY556105

Please use your child's surname as the Reference

Bank Holidays/ closure weeks: When the nursery closes, then a deduction will be made for those children who normally attend for that day. Note Closure weeks – 1 week at Easter and Christmas

Late Collection of child charges: Unless booked in advance (4 week's notice) the nursery reserves the right to charge additional fees of £10 per hour calculated at 15 minute intervals.

Fees are always payable for booked hours whether the child attends or not.

Late Payment: will attract an admin charge of £25 and a further £10 for each month that the fees remain outstanding.

Note: Payment of fees is the responsibility of the signatory on the registration form. Any collection charges which may be incurred in the recovery of outstanding monies will also be the responsibility of the signatory on the registration form.

Oxfordshire County Council **Early Years Grant** will be deducted from all invoices as appropriate and will be shown on your invoice

Government Funding Grant: The Nursery Education Grant is payable to all eligible children from the term after they turn 9 months old. Parents must meet with the criteria set down by Oxfordshire County Council. **Free sessions are not available for both a morning and afternoon session in one day, therefore if you require your child to attend a whole day, we look at the most cost-effective way for the funding to be used, and parents pay for either the morning or afternoon session as per the price list over page.**

30 hours funding will be available for parents meeting the criteria set out by the Government and these can be stretched over 50 weeks (22.5 hours a week) rather than term time only 38 weeks if required.

15 hours funding can also be stretched – 12 hours a week over 48 weeks a year rather than 38 weeks

Baby Room Contracts: Please be advised we only offer full time spaces in the Baby Room; **term time only is not available for under 2s.**

PRICE LIST FROM JANUARY 2026

Free sessions are not available for both a morning and afternoon session in one day, therefore if you require your child to attend a whole day, we look at the most cost-effective way for the funding to be used, and parents pay for either the morning or afternoon session as per the price list below.

Baby Room Fees- £11.05 AN HOUR - We only offer full time (50 weeks) 8am – 6pm days
If eligible for 15 hours funding, this will be stretched 12 hours for 50 weeks – see costs for half days below.

Funded Hours	Private Fees Hours	Fee cost
8-12 midday - 4 hrs	12- 6pm	£66.30
1-6 – 5 hours	8-1 pm	£55.25
Midday – 6pm - 6 hrs	8am -midday	£44.20
n/a	8am-6pm	£110.50

Middle Room Fees - £11.62 AN HOUR and Big Room Fees - £10.86 AN HOUR

Morning Sessions FULLY FUNDED OR	Non Funded Private Fees MIDDLE ROOM	Non Funded Private Fees BIG ROOM			
8am – midday	£46.48	£43.44			
8am – 1pm	£58.10	£54.30			
8.30am - midday	£40.67	£38.01			
8.30am – 1pm	£52.29	£48.87			
9am - midday	£34.86	£32.58			
9am – 1pm	£46.48	£43.44			
Afternoon Sessions FULLY FUNDED OR	Non Funded Private Fees MIDDLE ROOM	Non Funded Private Fees BIG ROOM	Afternoon Sessions FULLY FUNDED OR	Non Funded Private Fees MIDDLE ROOM	Non Funded Private Fees BIG ROOM
Midday – 4pm	£46.48	£43.44	1pm – 4pm	£34.86	£32.58
Midday – 5pm	£58.10	£54.30	1pm – 5pm	£46.48	£43.44
Midday- 5.30pm	£63.91	£59.73	1pm - 5.30pm	£52.29	£48.87
Midday -6pm	£69.72	£65.16	1pm -6pm	£58.10	£54.30
Full day - either am or pm funded hours depending on how many hours funding parents receive – private fees as above for either Am or Pm session					
	MIDDLE ROOM PRIVATE FEES	BIG ROOM PRIVATE FEES			
8am – 4pm	£92.96	£86.88			
8am – 5pm	£104.58	£97.74			
8am – 5.30	£110.39	£103.17			
8am – 6pm	£116.20	£108.60			
8.30am – 4pm	£87.15	£81.47			
8.30am – 5pm	£98.77	£92.31			
8.30 am – 5.30pm	£104.58	£97.74			
8.30am -6pm	£110.39	£103.17			
9am - 4pm	£81.34	£76.02			
9am – 5pm	£92.96	£86.88			
9am – 5. 30pm	£98.77	£92.31			
9am – 6pm	£104.58	£97.74			

the Close Day Nursery Opco Ltd, Trading as The Close Day Nursery School, Company No: 10987556
Registered Office: 12 Largewood Ave, Tolworth, Surrey. KT67NY Director: Sutha Satkunarajah
Lorraine Wetherill – Nursery Manager- lorraine@cdns-banbury.co.uk