

## **Charging Policy for Government Funded Hours**

### **Introduction**

This Charging Policy outlines how Government Funded Hours are delivered at The Children's Garden Nursery (TCG) and the charges that may apply for additional services not covered by government funding. This policy supports our commitment to providing high-quality early years education and care while maintaining transparency and fairness for all families.

TCG delivers the funded hours consistently so that all children receive the same quality of provision. The reference to quality refers to the Early Years Foundation Stage (EYFS) Statutory Framework which is mandatory for all early years providers in England. This sets out the standards that must be met to ensure all children learn and develop well and are kept healthy and safe.

Our additional services which are listed below and in the Funding Booklet and the Funding Contract is what TCG provides over and above the standard EYFS requirements. Opportunities to participate in these will not be extended to families who have opted out.

### **Government Funded Hours**

From 1st September 2025, TCG will offer the following funded hours in line with Government guidance:

- Children aged from 9 months of eligible working parents are entitled to up to 22 funded hours per week stretched over 51 weeks.
- All 3 and 4-year-olds are entitled to up to 22 funded hours per week, depending on eligibility, also stretched over 51 weeks.

Parents must check their eligibility via the appropriate Government portal and provide their eligibility code to the nursery.

### **Funding Contracts and Parent Declarations**

All families in receipt of any Government funding must:

- Complete and sign a TCG Funding Contract
- Complete and sign the Lincolnshire County Council Parent Declaration Form

Funding cannot be applied without both completed forms. Neither of these forms can be altered. Funding is not able to be claimed if forms have been amended by parents.

## **Funding Options at TCG**

### **Enhanced Package**

TCG goes well beyond the standard EYFS requirements. New Govt funding guidelines now require us to split these out for parents. The Enhanced Package includes every aspect of provision at TCG and there is a daily combined charge for those which are expressly not included in Government funding

- Access to funded sessions on any two or three days per week (it is a requirement for any family taking Tuesdays, Wednesdays or Thursdays) but can include a Monday or Friday
- Inclusion of educational provision and activities over and above the standard EYFS - Additional Services & Activities: Forest School sessions, Early Forest School, Dance, Yoga, Mindfulness, Gardening (including supplies), Cooking (including supplies), Small Group Art, the Family App, Parent Workshops (eg toileting)
- Consumables and hygiene items: Nappies, wipes, and nappy creams supplied by TCG as well as PPE and disposal; suncream
- All meals and snacks

**Note:** Parents opt in to these optional additional charges on the Funding Contract. A reasonable alternative is offered with the Fully Funded offer and prospective parents should note that other settings in the area may offer the funded hours in a different way which may better suit their requirements.

### **Fully Funded Option**

TCG also offers a Fully Funded Option, available on Mondays and Fridays only, which:

- Excludes meals, snacks, consumables, and all additional services or activities listed above - although these can be opted into. If not opted into prior to the start of a new funding term none of these additional services will be offered.
- Requires the child to be collected for lunch or for alternative arrangements to be made with TCG regarding meals and snacks - please see our Packed Lunch policy. Please come and speak to the Manager or Nursery Admin if you would like to discuss opting out of meals and snacks so that a mutually acceptable alternative can be agreed
- Is only available subject to space and eligibility

Parents opt into this option by ticking the relevant box on the Funding Contract and explicitly choosing whether to opt-in or out of the following:

- Meals/snacks
- Consumables: Nappies, wipes, and nappy creams supplied by TCG as well as PPE and disposal; suncream

- Additional Services and Activities: Forest School sessions, Early Forest School, Dance, Yoga, Mindfulness, Gardening (including supplies), Cooking (including supplies), Small Group Art, the Family App, Parent Workshops (eg toileting)

## Charges

TCG's standard fees were last reviewed in April 2025 and there will be no fee increases until April 2026.

### New Session Packages

- New session structures have been created from September 2025 to align with Government funding for children aged 9 months to 2 years.
- Parents on the Enhanced 3-day option could see savings of approximately £6,000 per year compared to standard full-paying places.

## Consumables: Nappies, Wipes, and Creams etc

From September 2025, TCG will supply **all nappies, wipes, and nappy creams**, as part of our provision. These are included within:

- The daily consumables charge for funded hours
- Our standard fees for non-funded children

This consumable charge also includes nappy disposal, personal care PPE (disposable aprons and gloves) and suncream.

Parents on a Fully Funded place can opt out of this by supplying **all** of the above. Sufficient supplies must be brought to nursery **every day** of attendance because there is not the capacity to store items permanently. All the listed items must be packed in a bag labelled with your child's name.

**It is not possible to select certain items to supply and not others\***. Families are responsible for checking that your child arrives at nursery with a sufficient supply of these items so we can provide for your child's individual care needs. Where it is necessary for TCG to supply any individual item listed then the full daily consumable fee will be charged.

\*Parents who wish to provide their own nappies (including reusable) & wipes only will be charged a reduced consumable fee to cover personal care PPE, disposal and suncream (£2 for 0-2 and 50p for 3-5)

## **Invoicing and Payment**

- Charges for meals, consumables, and the optional additional services will be clearly itemised on monthly Famly invoices
- Once funding forms are returned, TCG will update sessions in Famly to reflect any changes
- Parents will then be able to view their updated costs within the Famly app or directly by email if they have opted out of additional services

## **Changes to choices and opt-ins/outs**

- It is possible to vary your funded childcare contract termly
- Any changes must be made in writing (either via Famly or email) at least 4 weeks prior to the new claim period
- Claim period start dates are: Sept 1st, Jan 1st, April 1st
- Terminating a funding contract requires the same amount of notice as our standard fee contract which is one calendar month. Fees remain chargeable during this notice period.

## **Contact Information**

For any queries regarding funding or fees, please contact Laura:

- **[admin@stamford.tcgnursery.co.uk](mailto:admin@stamford.tcgnursery.co.uk)**
- **[accounts@stamford.tcgnursery.co.uk](mailto:accounts@stamford.tcgnursery.co.uk)**