



**FAIRLANDS DAY NURSERY, CHURCH ROAD, SHEDFIELD, SOUTHAMPTON,  
HAMPSHIRE, SO32 2HY.**

**TEL: 01329 834848**

**[admin@fairlandsnurseryschool.co.uk](mailto:admin@fairlandsnurseryschool.co.uk)**

### Fee Policy

We aim to be fair and as flexible as possible when structuring our fees.

If fee increases are to be made, they will be made annually at the beginning of our school year in September; these will be based on inflation.

### Fee Procedure:

- Non-refundable registration fee must be paid to secure your child's place at Fairland's Day Nursery.
- Fees are invoiced in advance of each payment date. Children attending the Nursery on a term time basis are required to pay their fees on the first day of each term. Children attending the Nursery on an all year round monthly basis are required to pay their fees on the first day of each month.
- If no payment is received within the following five working days the LATE PAYMENT PROCEDURE will apply and a surcharge of 5% will be added to your invoice.
- If no payment is received within a further five working days, your child's place will be suspended and legal action will be taken to recover the debt.
- New attendee's fees must be paid within five working days of their commencement.
- Fairland's Day Nursery do not charge fees for Bank Holidays or Nursery closure days.
- There are no reductions for absence due to illness.

- There are no reductions for absence due to holidays.
- Children requiring extra sessions on a one off basis (if we have availability) are required to pay fees at the EXTRA'S hourly rate as opposed to the NORMAL hourly rate.
- Late collection of your child, at all pick up times will result in a charge of £10 per fifteen minutes. (Please also refer to our Non- collection of Children Policy).
- A £10 admin fee is charged for all returned cheques.
- We reserve the right to withdraw your child's place if you break payment agreements; we use a debt collection agency to recover all debts.
- One month's written notice is required when a child leaves the Nursery with the understanding that any termly pre-paid fees will not be reimbursed.

This policy was adopted at Fairland's Day Nursery on

..... (date)

Signed on behalf of the Management Committee/Proprietor

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Role of signatory (e.g. chairperson etc.)

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This policy was amended on

..... (date)

..... (date)

..... (date)

