

Nursery Fees

September 2025

Registration fee

£80.00

Deposit

One months fees

0-2 years

Full Day (8am – 6pm) £99.44

Half Day (8am – 1pm or 1pm – 6pm) £64.64

Early Start Rate (7.30am – 8am) £6.50

Late finish Rate (6pm – 6.30pm) £6.50

3-5 Years

Full Day (8am – 6pm) £94.13

Half Day (8am – 1pm or 1pm – 6pm) £61.19

Early Start Rate (7.30am – 8am) £6.50

Late finish Rate (6pm – 6.30pm) £6.50

Emergency sessions – all children

Full Day £105.00

Half Day £75.00

Late Invoice Payment £33.00

Late Collection Fee £18.00
(Per 10 minutes)

Non-Funded Session Calculations

	3 months to 2 years	3-5 years
Number of days:		
5 days	£1965.07	£1860.24
4 days	£1690.48	£1600.19
3 days	£1267.86	£1200.15
2 days	£845.24	£800.10
1 days	£422.62	£400.05
0.5 days	£274.70	£260.04

Book 5 full days for the price of 4.5 days, until 30 hour Government Funding is in place.

Fees are inclusive of meals, snacks, wipes, sun cream, nappy cream, clubs (such as Gardening and Cooking clubs), internal extra-curricular activities and externally provided extra-curricular activities (such as sports, languages, and music)

Discounts

10% sibling discount for the eldest child in the family, if both attending 3 full days or more simultaneously (until Government Funding 30hrs becomes available)

Minimum Session Requirement

A minimum registration of two sessions per week for children aged 0-5 years and a minimum of 3 full days to claim your 30 hour funding from the term after your child turns 9 months old. Please see next page for funded hour calculations.

Nursery Fees September 2025

Funded Session Calculations

Nursery fees are calculated annually. This means that your fees are calculated for a full year (51 weeks), and divided into 12 equal monthly payments. Rocking Horse Nursery operates as a stretch funded provision over 51 weeks per year

	Under 2 years old	Under 2 year old	2 years old	2 year old	3 - 4 years old	3 - 4 years old
	15 hours funding	30 hours funding	15 hours funding	30 hours funding	15 hours funding	30 hours funding
Number of days:						
5 days	£1493.20	£1169.35	£1537.35	£1257.65	£1563.55	£1406.85
4 days	£1218.61	£746.27	£1262.76	£835.03	£1303.50	£1006.78
3 days	£795.99	£324.11	£840.14	£412.41	£903.46	£606.74
2 days	£530.10		£559.60		£601.96	
1 day	£265.03		£279.82		£300.99	
0.5 day	£180.48		£189.32		£200.80	

Government funded 15 hours

- Children will be entitled to 15 hours funding from the term after they are 9 months for 38 weeks.
- Parents need to claim their code from www.childcarechoices.gov.uk the term before their funding is due to start.
- All 3 to 4-year-olds in England can get 570 hours of funded early education or childcare per year. It's usually taken as 15 hours a week for 38 weeks of the year, however, Rocking Horse Nursery operates as a stretched funding provision over 51 weeks per year.
- 570 funded hours divided by 51 weeks = 11.17 hours per week
- Parents need to give half a term's written notice to leave due to the calculation of funding, depending on which term you leave the Nursery you may owe some monies if you have used to many hours.
- Forms will be sent home via the nursery.
- Parents will need to supply proof of their child's details in the form of their passport or birth certificate.
- Full weeks funding applies to 3 to 5 full days, you will receive 11.17 hours per week.
- Daily funding rate for stretch funding the Nursery will claim is 3.72 hours per day up to the maximum of 11.17 hours per week.
- Half day funding rate for stretch funding the Nursery will claim 2.23 hours per day up to the maximum of 11.17 hours per week.

Nursery Fees

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- A registration fee of £80 is required upon application for a place.
- A deposit equivalent of one months fees is required. This is refunded when your child leaves nursery.

Government funded 30 hours

- Children must be attending 3 full days per week to qualify for 30 funded hours which is Nursery policy.
- All funded hours will be stretched over a 51-week contract.
- Any parent wishing to take advantage of the 30 funded hours must supply all information required by HMRC. Children will be entitled to 30 funded hours from the term after they are 9 months.
- Parents must apply online to receive their funding code at www.childcarechoices.gov.uk
- Parents need to supply nursery with
 - Birth certificate for the child
 - National insurance number
 - The funding code provided by the government. You will get this when you apply online.
- Full weeks funding applies to 3 to 5 days, you will receive 22.34 hours stretched.

Parents must reapply for the activation code every three months and provide the nursery with this code to claim the +15 hours.

Terms and Conditions

1. Within these terms and conditions: a) The Nursery Family will be defined as "the nursery". b) The parent, guardian, or person(s) responsible for any child attending the nursery will be defined as "the parent".

2. Admission. Upon registration, the parent is required to return and complete the Nursery Registration form, which includes a medical consent form and emergency treatment authorisations. With the submission of the Nursery Registration Form, a non-refundable fee of £80 and a deposit equal to one months fees is required. The deposit is refundable after the child leaves our nursery. The registration fee is not refundable and will not guarantee a place. However, once an application has been made, the parent will be informed accordingly whether it has been successful. Acceptance of a place must be confirmed within 5 business days, where the provisional place can be withdrawn if not done so. Non-refundable fee does not apply for funded only children, the deposit does not apply to children accessing FE only.

3. Fees. Fees must be paid on a monthly basis via bank transfer, payable on the 10th day of the month. Our fees are calculated by taking your weekly charge, multiplying it by 51 weeks and dividing by 12 months. Fees exclude Christmas closures but include all bank holidays. Fees, excluding childcare vouchers and nursery education grants, are payable by bank transfer. Fees can be payable using childcare vouchers. However, for security reasons, cash cannot be accepted. Fee rates are reviewed annually. In full day care settings, fees apply 12 months of the year. If you have requested additional sessions or have been unable to collect your child by the official collection time and we have as a result provided you with additional childcare facilities, we will raise the applicable charges under a separate invoice for payment. If fees are not paid by the 30th of the month, we reserve the right to exclude the child from further payable sessions until the fees are paid. This does not include funded sessions. If the payment of fees is outstanding for more than 14 days, we may then terminate this Agreement by giving you 14 days' notice in writing. Upon termination of this contract the child shall cease forthwith to be admitted, and the notice to terminate shall be regarded as a formal demand for outstanding monies. All fees that have been outstanding for a period of 8 days or over, will carry a surcharge of £30 per month. If fees or any other sum payable to the nursery, remains unpaid or outstanding for more than 30 days once a child has left, the nursery holds the right to use a debt recovery firm to recover the full fees. The full fees plus additional charges relating to late charges and the debt recovery firm fees will be calculated and invoiced accordingly. Other - No refund will be given for periods where the place is unfulfilled due to illness or holidays on the part of either party. We accept no liability for other costs which you incur if we are unable to provide childcare for any reason. If we have to close or we take the decision to close due to circumstances beyond our control or other events, on a day or days on which the nursery would normally be open, the nursery shall not be liable to refund any fees paid by you in respect of such day or days, and the sessional fee will continue to be payable in full and we shall be under no obligation to provide alternative childcare to you. In compliance with the Provider Declaration that FE funded sessions will be delivered wherever reasonable at alternative times if impacted by setting closure. New fee's will be applied the month after your child's birthday. Consumables fees are optional, you can pay separately for the services provided. Other options are available. Please speak to your nursery manager for more information.

4. Child Collection. You must keep us informed of the identity of the persons who will be collecting your child. If the person who is due to collect your child is not usually responsible for collecting them, we will require proof of identity and use of a password or OTP provided by the nursery. If we are not reasonably satisfied that the person collecting your child is who we were expecting, we will not

release your child into their care until we have checked with you. You must inform us immediately if you are not able to collect your child by the official collection time. You must make arrangements for another authorised person to collect your child as soon as possible. In the event of late collection of your child, we will charge £18 for every 10 minutes being late. We will follow our Non-Collection of Child Policy in the event that a child is not collected from nursery after the nursery has closed and this may include notifying children's social care (The Gateway/Multi-Agency Hub/MASH).

5. Attendance and Changes in Attendance. We will try to accommodate any requests you may make for additional sessions and/or extended hours of childcare. Extra sessions are available on request, and must be paid for in advance and can be transferred but not cancelled. Children are expected to attend regularly. If your child is unable to attend, please notify the Manager as soon as possible. A minimum of one months' notice in writing is required of your intention to decrease the number of hours your child attends or to withdraw your child (and end this Agreement). This will be effective from the 1st of the month or the 1st of the next month, if notice is given mid-month. If one months' notice is not given, one months' fees (or an appropriate proportion in the case of a reduction in attendance) will be payable. For funded sessions, if I move my child to a different provider, I will not be able to claim funded early education hours from the new provider during the current funded period (term), without the permission of my current provider and/or Surrey County Council, unless I gave notice before the start of the funded period. The nursery reserves the right, at any time, to refuse admission to and/or send home any child, if it considers such action to be necessary in the best interests of the nursery and other children.

6. Illness, Medication & Dietary Requirements. You must immediately inform us if your child is suffering from any contagious disease, or if your child has been diagnosed by a medical practitioner with a notifiable disease. For the benefit of other children attending the Nursery, you must not allow your child to attend whilst they are contagious and pose a risk to other children during normal daily activities. We reserve the right to refuse to admit your child if they have a temperature, sickness and diarrhoea or a contagious infection or disease on arrival at our setting, or to ask you to collect your child if they become unwell whilst in our care, in line with our Medication and Sickness Policy. Whilst food and drink is provided on the premises, we are not a commercial kitchen and may not be able to cater for the individual needs of every child. As cross contamination cannot be ruled out, a risk assessment is conducted for children with any known allergies. It is our usual practice to provide both a meat and vegetarian option. Every effort is made to follow recommended food preparation guidance and to ensure that all staff involved in the preparation and serving of food are suitably trained in the preparation and serving of food.

7. Activities & Photography. We may take photographs and video recordings of the children who attend. These photographs are used for on-going recording of our curriculum and for children's individual online development records. Group photographs of children may be used on others online development records however they will not be associated with names. Photos are stored on our computer, the portable tablets, and nursery phone whilst your child is with us. The photographs are used for display and for your child's records within the setting. If we wish to use any image of your child for training, publicity or marketing purposes, we will always seek your written consent, as indicated on our Registration Form.

8. Recruitment. By the acceptance of a place, thus acceptance by you of these terms and conditions, you agree not to, under any circumstances, make an offer of employment to any employee of the nursery or in any other way (indirectly or directly) to encourage any such employee to leave their employment at the nursery. If you decide to employ

any nursery employee on a full or part-time basis, between 8am and 6pm, Monday to Friday, a recruitment fee based on 20% of the employee's salary is payable by you to the nursery. Any employment arrangements made between you and the employee will not be sanctioned by the nursery and are solely between you and the employee. The nursery is not liable for such employment arrangements.

9. GDPR. We take your privacy seriously and will adhere to the principles of the General Data Protection Regulations (2018) when collecting and processing information about you and your child. We will need to contact you, via phone, post and email, from time to time, to provide you with nursery updates, share relevant news and send your childcare bills. We will input your data into software systems called EY Works which helps us manage the administrative aspects of our nursery smoothly. Your data is held in a secure data centre and can only be accessed by authorised personnel.

Any personal information you supply to us will be collected, stored and used in accordance with the principles of the General Data Protection Regulation (GDPR) 2018 and our Confidentiality and Client Access to Records Policy. We will always seek your consent where we need to share information about your child with any other professional or agency. We are required by law to override your refusal to give consent only in specific circumstances where the child or someone in the family may be in danger if we do not share that information

10. Prospectus. The prospectus shall not be construed as containing any misrepresentations of fact upon which reliance is made under the Misrepresentation Act of 1967. Any statements in the prospectus are intended to be statements of opinion made in good faith and believed to be true, but must not be regarded as representations on the basis of which children are entered for the nursery.

11. Discounts. A 10% full time discount will be applied when a child is registered for five full days per week, all year round. This is reflected on the five day price on the fee sheet. If siblings are registered at the same nursery, a 10% sibling discount will be applied to the eldest child. If 3 siblings are registered at the same nursery, a 10% sibling discount will be applied to the two eldest children only. Discounts are only applicable to monthly invoices and not towards any extra, emergency, or ad-hoc sessions booked. A 5% Armed Forces and 5% Blue Light discount will be applied where appropriate ID/documentation is seen by the Nursery Manager. Only one discount will be offered per family, this will be the highest % discount. All discounts cease when the child is in receipt of 30 hours funding.

12. Loss and damage. The nursery cannot take responsibility for loss of or damage to property or clothing. Please dress children in hard-wearing, washable clothing which will stand up to nursery life. Children should not bring money or expensive toys to the nursery.

13. Change of address. Parents are asked to inform the nursery of any change of address or contact numbers.

14. Minimum sessional requirement. Our minimum sessional requirement is 2 sessions per week, over 2 days. This does not apply to funded-only children, although 2 sessions per week is recommended to help children form bonds with staff and peers. Any funded hours not taken can be used with another provider. A child may only be registered at one of our nurseries at a time unless agreed in advance by all Nursery Managers.

15. Refer a Friend Scheme. We're pleased to offer a "Refer a Friend" scheme to reward families who recommend our nursery. When a referred family registers and names you at the time of enrolment, both you and the referred family will receive a £100 credit towards your child's nursery fees. To qualify, at least 20% of the referred child's fees must be paid privately by the parent, and the child must have attended the nursery for a minimum of three consecutive months. The credit will be applied after the third month of attendance.