



Wise Owls Nursery School  
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## Nursery School Fees Sheet & Other Useful Information

At Wise Owls Nursery School, we are committed to providing high-quality early years education and care in a nurturing and stimulating environment. Our fees reflect the cost of maintaining a well-resourced setting with highly qualified staff, a rich curriculum, and a focus on individual learning and development.

We aim to keep our fees as fair and transparent as possible while ensuring we can continue to offer the best care for your child. Below, you will find details on our session pricing, Early Years Free Entitlement (EYFE) funding, and voluntary parent contributions. If you have any questions about your child's sessions or funding eligibility, please do not hesitate to contact us.

| Age Range          | Breakfast Club (8.15am-9am) | Morning Session (8.15am-1.15pm) | Core Teaching Day (9am – 4pm) |
|--------------------|-----------------------------|---------------------------------|-------------------------------|
| 9 months - 2 years | £6.89                       | £46.61                          | £70.33                        |
| 2 - 5 years        | £5.53                       | £43.97                          | £66.56                        |

| Age Range      | Breakfast Club (8.15am-9am)        | Morning Session (8.15am-1.15pm)                            | Core Teaching Day (9am-4pm)        |
|----------------|------------------------------------|--|------------------------------------|
| 9mth - 2 years | £6.89<br>(EYFE hrs non applicable) | £9.32 (Includes 4 hours EYFE) with 3 x AM booking per week | £10.05<br>(Includes hours EYFE)    |
|                |                                    | £0.00 (includes 5 hours EYFE) with 2 x AM booking per week |                                    |
| 2-3 years      | £5.53<br>(EYFE hrs non applicable) | £8.79 (Includes 4 hours EYFE) with 3 x AM booking per week | £9.51<br>(Includes 6 hours EYFE)   |
|                |                                    | £0.00 (includes 5 hours EYFE) with 2 x AM booking per week |                                    |
| 3-4 years      | £5.53<br>(EYFE hrs non applicable) | *£18.19 (Includes 4 hours EYFE)                            | *£26.06<br>(Includes 6 hours EYFE) |

\*Voluntary EYFE hourly parent contribution - Please ask for more information.

## Why Am I Being Asked for a Parent Contribution for 3 & 4-Year-Old EYFE Hours?

The government's Early Years Free Entitlement (EYFE) funding is designed to cover the basic cost of early years education, but it does not cover additional costs such as:

- ✓ Meals & snacks
- ✓ Consumables (e.g., nappies, wipes, sun cream, arts & crafts materials)
- ✓ Additional activities (e.g., trips, special events)
- ✓ Staffing costs beyond the basic funded hours

Government guidance allows nurseries to charge for these additional costs. If you choose to contribute towards these, it is an agreement between you and Wise Owls Nursery School. However, you are not required to pay a contribution as a condition of accessing your child's funded place, and alternative options will always be available.

## Why Can't I Claim the Full 15, or 30 Hours EYFE as Advertised?

You may have seen government promotions for 15 or 30 hours of funded childcare. However, these hours are based on term-time-only funding (38 weeks per year).

At Wise Owls Nursery School, we operate 48 weeks per year, meaning we stretch the funding to cover the full year. This ensures children receive consistent early years education rather than term-time-only attendance.

This means:

- If your child is eligible for the 15-hour EYFE offer, they can access up to 12 funded hours per week over 48 weeks.
- If your child is eligible for the 30-hour EYFE offer, they can access up to 24 funded hours per week over 48 weeks.

## 15 (12) hours universal offer

All 3 & 4-year-olds in England are eligible for 570 funded EYFE hours per year.

### How Can I Use My EYFE Hours at Wise Owls?

As Wise Owls operates 48 weeks per year, we stretch the EYFE funding across the year. This means your child can access up to 12 EYFE hours per week instead of the standard 15 term-time-only hours.

You can allocate your child's EYFE hours using the following options:

#### ✓ Morning Sessions (for children aged 9 months - 2 years)

- 5 EYFE hours per session
- Attend 2 mornings per week (total 10 EYFE hours)

#### ✓ Morning Sessions

- 4 EYFE hours per session (for children ages 3 years)
- Attend 3 mornings per week (total 12 EYFE hours)

### ☑ **Core Teaching Days**

- 6 EYFE hours per session
- Attend 2 Core Teaching Days per week (total 12 EYFE hours)

### **Stand-Alone EYFE Offer**

We have a limited number of fully funded EYFE-only spaces available. These spaces are ideally allocated on Mondays and Fridays and are subject to availability.

If you wish to access EYFE-only sessions, you can choose from:

#### **1 Morning Sessions Only**

- 5 EYFE hours per session
- Attend 2 mornings per week (total 10 EYFE hours)

#### **2 Morning & Core Teaching Day**

- 1 Morning Session (5 EYFE hours)
- 1 Core Teaching Day (7 EYFE hours)
- Total 12 EYFE hours per week

📌 **Please Note:** EYFE-only spaces are allocated on a first-come, first-served basis. If you are interested, please speak to Anna Olley for availability.

### **15 (12) hours 2 year offer & 30 (24) hours extended 3 & 4 year offer for working families**

Children may be eligible for Early Years Free Entitlement (EYFE) funding if they meet the following criteria:

- **Single parents:** The parent must work an average of at least 16 hours per week at the National Minimum Wage or National Living Wage and earn no more than £100,000 per year.
- **Couples:** Both parents must each work an average of at least 16 hours per week at the National Minimum Wage or National Living Wage, with neither earning more than £100,000 per year.


If you have any questions about eligibility or how to apply, please get in touch with us for further guidance.

### **How Do I Apply for EYFE Funding?**

The UK government provides an online platform for parents to check their eligibility and apply for Early Years Free Entitlement (EYFE) funding.

1. **Register Online:** Visit [Childcare Choices](#) and create an HMRC portal account (or use an existing Government Gateway account).
2. **Confirm Eligibility:** Once registered, you will receive confirmation of eligibility along with an 11-digit code.
3. **Share Your Code:** Provide your eligibility code, National Insurance (NI) number, and your child's date of birth (DOB) to Wise Owls Nursery School.

4. **Validation Process:** Brighton & Hove City Council will verify your details before confirming your child's funded nursery place.

 **Important:** Some 2-year-olds whose families receive government support may also qualify for 15 (12) hours of EYFE funding from the term after their second birthday. For more information, visit [Brighton & Hove Childcare Support](#).

## Help with Childcare Costs


The [Childcare Choices](#) website provides detailed information on the financial support available for families. One key option is the Tax-Free Childcare Scheme, which can significantly reduce childcare costs.

### Who is eligible for Tax-Free Childcare?

- ✓ Working families (including self-employed) in the UK
- ✓ Earning under £100k per parent and at least £183 per week (equivalent to 16 hours at the National Minimum or Living Wage) over three months
- ✓ Not receiving Tax Credits, Universal Credit, or childcare vouchers
- ✓ For children aged 0-11 (or 0-16 if disabled)



### How does it work?

For every £8 you pay into your online childcare account, the government adds an extra £2, up to £2,000 per child per year (£4,000 if your child has a disability).

 **Tip:** Anyone—including grandparents or family members—can contribute to your Tax-Free Childcare account to help you save. This can be a great way to plan ahead for future childcare costs.

## When Can My Child Start?

Your child can begin their funded childcare place the term after they become eligible and have received a valid eligibility code. The official term start dates are:

-  **1st September**
-  **1st January**
-  **1st April**

To continue accessing 2-year (15/12 hours) or 3&4-year (30/24 hours) funded childcare, you must renew your details every three months via the government's website to confirm your eligibility.

### What Happens if My Circumstances Change?

Parents are required to update their eligibility status every three months on the government website.

◆ If your circumstances change—for example, you lose your job—you will no longer be eligible for extended funding (30/24 hours). However, a grace period is in place to allow your child to continue receiving their funded hours while you seek new employment.

◆ Regardless of employment status, all 3- and 4-year-olds remain entitled to 570 hours per year of universal funded EYFE childcare.

### 30 hour EYFE offer – Wise Owls offer 24hrs per week

| Age Range   | Breakfast Club (8.15am-9am)        | Morning Session (8.15am-1.15pm)    | Core Teaching Day (9am – 4pm)      |
|-------------|------------------------------------|------------------------------------|------------------------------------|
| 3 – 4 years | £5.53<br>(EYFE hrs non applicable) | *£18.19<br>(Includes 4 hours EYFE) | *£26.06<br>(Includes 6 hours EYFE) |

\*Voluntary EYFE hourly parent contribution - Please ask for more information.

#### Using EYFE Funded Hours at Wise Owls

At Wise Owls, we offer flexible options to help you use your Early Years Free Entitlement (EYFE) funded hours effectively.

##### EYFE Funding Options

You can choose to use your EYFE hours within our sessions through the following options:


- Option 1:** 4 EYFE hours per day, across 5 morning sessions per week, claiming 20 EYFE hours per week.
- Option 2:** 6 EYFE hours per day, across 4 core teaching days per week, claiming 24 EYFE hours per week.
- Option 3:** A combination of morning sessions and core teaching days, totalling no more than 24 EYFE hours per week.

#### Stand-Alone EYFE Offer (Limited Availability)

We have a limited number of places for families wishing to access Wise Owls using only EYFE funded hours, without voluntary contributions.

For this stand-alone offer, you can use EYFE hours through the following combinations:

- ✓ **Option 1:** 5 EYFE hours per day, across 4 mornings per week, claiming 20 EYFE hours per week.
- ✓ **Option 2:** 7 EYFE hours per day, across 3 core teaching days per week, claiming 21 EYFE hours per week.
- ✓ **Option 3:** A combination of morning sessions and core teaching days, totalling no more than 24 EYFE hours per week.

 **Important:** If you are interested in the stand-alone EYFE offer, please contact Anna Olley for availability and further details.

## Funding Eligibility & Important Information

Children born during the school term will be charged at the non-funded rate until they become eligible for EYFE funding.

### **Key Points to Remember:**

- ✓ Funding starts the term after your child becomes eligible.
- ✓ Parents/Carers must complete and return all funding declaration forms before the set deadlines to ensure funding is received.
- ✓ Failure to submit forms on time may result in funding delays, and fees will be charged at the standard rate.

### **Need help?**

We understand that funding rules can be complicated. If you have any questions about eligibility or the funding process, please speak to a member of our team—we're happy to help!

## FAQ - Wise Owls Nursery School

### **How Will My Child Settle at Wise Owls?**

Once the online registration form is completed and the deposit is paid, we arrange a home visit with your child's intended key worker and a senior staff member. This visit helps build a familiar connection in a comfortable environment before their first day at nursery.

Following this, we offer incremental in-house settling sessions tailored to your child's age and individual needs, ensuring a smooth and positive transition into nursery life.

### **Can I leave my buggy at Wise Owls?**

Unfortunately, we do not have space to store buggies, strollers, bikes, or scooters on-site.

### **What should I bring?**

Parents/Carers must provide:

- ✓ Spare clothing (labelled with your child's name)
- ✓ Sun hat (for warmer months) / Winter hat (for colder months)
- ✓ Water bottle
- ✓ Wellington boots or waterproof outdoor shoes

You are also welcome to supply your own nappies, wipes, and cream if you have a strong preference for a specific brand that we cannot provide. All items must be labelled and handed to a staff member.

### **Will there be any extra costs?**

Occasionally, we may need to charge for optional special events, activities, or outings (e.g., theatre trips). Where possible, we try to keep extra costs to a minimum.

### **What is the menu like?**

- ✓ All meals and snacks are vegan and prepared fresh on-site.
- ✓ We do offer cow's milk, but alternative options are available on request.
- ✓ We are a Nut-Free nursery.

### **Medicine?**

We are a No Calpol Nursery. If your child requires medication, please refer to our Child Sickness Policy or speak to a staff member for more details.

### **What if I need an additional session?**

We offer 'ad hoc' bookings, subject to availability. If you need an extra session, please speak to a member of our team as early as possible to check availability.

### **What's Included in Our Fees?**

1. **Breakfast** (served between 8:15 am – 9:00 am) – A selection of cereals, toast, or porridge.
2. **Morning Snack** (served around 10:30 am) – Fresh seasonal fruits.
3. **Lunch** (served at 12:00 pm) – A nutritious, four-week rolling vegan menu, freshly prepared on-site.
4. **Afternoon Snack** (served around 3:00 pm) – A selection of savoury snacks and vegetables.
5. **Family App Access** – A personal online learning journal, allowing you to access observations, updates, and photographs of your child's progress.
6. **Cooking & Baking** – All ingredients used in our regular cooking and baking sessions.
7. **Essential Consumables** – Nappies, wipes, and sun cream provided.
8. **Extra-Curricular Activities** – Access to our Artist Practitioner and specialised letters, sounds, and numbers teaching led by skilled staff.
9. **Highly Qualified Team** – Experienced early years educators who provide a rich and well-planned learning experience for every child.

We strive to offer a nurturing, stimulating, and engaging environment where your child can thrive!

### **Financial Information**

#### **◆ Registration Fee**

A £50 non-refundable registration fee is required when securing a place. This fee covers initial administrative costs and does not apply to our stand-alone EYFE offer. By paying the registration fee, you agree to Wise Owls Nursery School's terms and conditions, which are available upon request or when completing your online registration form.

#### **◆ Deposit**

A £100 deposit is required to secure your child's place. This will be deducted from your final invoice, provided your nursery account is fully settled.

#### **◆ Deposit for Stand-Alone EYFE Offer**

Families accessing EYFE-funded hours only will need to pay a £50 deposit, which is 100% refundable after 30 days of enrolment.

#### **◆ Termination & Cancellation Policy**

- Families attending private sessions must provide two months' written notice before leaving Wise Owls Nursery School.
- Families using stand-alone EYFE-funded sessions or those including EYFE hours must give one month's written notice.
- Please refer to our terms and conditions for full details.

### ◆ Sibling Discounts

We offer a 10% discount on the oldest child's fees when both siblings attend a minimum of three days per week. Additionally, we waive the registration fee for siblings.

### ◆ Full-Time Discount

A 5% discount is available for children attending five full days per week.

## Payment of Fees

- Fees are payable monthly in advance and must be received no later than the 28th of each month.
- Payments can be made via:
  - ✓ BACS transfer
  - ✓ Standing order
  - ✓ Childcare vouchers
  - ✓ Tax-Free Childcare
  - ✓ A combination of the above
- If using a voucher scheme, please ensure payments are made at least three working days in advance to allow funds to clear on time.

## Late Payment of Fees

- Failure to pay by the 28th of the month will result in:
  - ◆ An immediate late payment fee of £20
  - ◆ A £2 daily charge for each additional day the payment remains outstanding
  - ◆ The late fees will be added to the next invoice
- If late payments occur three times within six months, we reserve the right to terminate our agreement.
- If you anticipate any difficulty in making a payment on time, please contact us in advance, and we may be able to agree on an alternative payment date.

We appreciate your cooperation in ensuring payments are made on time to help us maintain the smooth running of our nursery

## Other Useful Information

### Nursery Day

- Arrival: Children can arrive from 8.15 am and should be in by 9.00 am if they require breakfast.
- Start of the Day: All children are encouraged to arrive by 9.15 am so they can participate in Morning Circle Time together.
- **Collection Times:**
  - Morning Sessions: Collection by 1.15 pm
  - Core Teaching Day: Collection by 4.00 pm
- Early Collection & Late Drop-Offs: The full session fee still applies even if your child is collected early or dropped off late.



### **Minimum Sessions**

- We strongly recommend children attend at least two days per week to help them settle, build strong bonds with their teachers, and fully engage in nursery activities.

### **Review of Fees & Terms & Conditions**

- We review our fees annually for the start of the autumn term.
- We reserve the right to increase fees or amend our Terms & Conditions if necessary, with at least one month's notice given.

### **Late Collection Policy**

- It is essential that children are collected on time.
- We are required to record collection times and may need to notify statutory agencies for persistent lateness.
- A £10 late collection fee applies for the first 15 minutes late, with additional charges thereafter.
- If running late, please inform us as soon as possible.
- If another adult is collecting your child, please let us know in advance.

### **Nursery Closures & INSET Days**

- Wise Owls is open 48 weeks per year and closed for 4 weeks, which includes:
  - 1 week at Christmas
  - 1 week at Easter
  - 1 week in Summer
  - 1 week in October
- These planned closures are not chargeable.
- We close for all bank holidays and have 4 INSET days per year for staff training, which are chargeable.
- INSET days are scheduled on different weekdays throughout the year.
- Closure dates are published in advance via the Family app and on our website.
- If a contracted nursery day falls on a bank holiday or INSET day, normal charges still apply.

### **Absences & Bank Holidays**

- No refunds are given for absences due to sickness, family holidays, or bank holidays.

### **Policies & Procedures**

- If your child arrives at nursery with an injury, please inform a staff member.
- This will be documented, and you will be asked to acknowledge the injury via the Family app.
- Any injuries sustained at nursery will also be documented in Family, and you will be notified.
- Serious injuries, including head injuries, will result in an immediate phone call to parents.

### **Medication Policy**

- We do not administer non-prescription medications, including Calpol, Nurofen, or other over-the-counter medicines.
- If your child has had Calpol or Nurofen, they must not attend nursery for at least 24 hours after the latest dose, as these medications can mask the symptoms of illness.
- Children with contagious illnesses, diarrhea, or vomiting must stay home for at least 48 hours after the last episode.

### **Collection by Parents & Guardians**

- Any parent listed on the birth certificate is allowed to collect their child unless we receive a court-issued injunction stating otherwise.

### **Access to Policies & Procedures**

- Copies of our policies and procedures are available on request, on-site, and on our website.
- If you have any questions, please refer to these documents or contact a member of the team.

If you need further clarification on any of the above, please feel free to speak to a staff member

If you have any further questions or queries, then please call us on 01273 232 308 or email us at

[info@wiseowlsnurseryschool.co.uk](mailto:info@wiseowlsnurseryschool.co.uk).

Many thanks  
Wise Owls Nursery School