

LITTLE KINGSHILL COMBINED SCHOOL

Nursery Fees Policy



Issued: March 2025

Next Review: March 2026

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NURSERY FEES POLICY

15 Hours Universal Funding

All children are entitled to 15 hours per week of free childcare the term after their third birthday (e.g. a child who is 3 in September will be entitled to free funding from the following January). To become eligible, the parent must provide a copy of the birth certificate to the school office. The PPA-U form must be completed and returned to the office at Little Kingshill Combined School.

30 Hours Extended Funding

The Government now allows children to claim 30 hours free funding dependent upon certain criteria.

For further information, please visit the HMRC website. <https://www.gov.uk/30-hours-free-childcare>

Parents can use this website to apply for a code. **Parents cannot apply for the code more than 3 months in advance of requiring it, i.e. please apply in June for a September start.**

If children are able to receive more than the 15 universal hours of free childcare per week, parents will need to complete a PPA-E form. These are available from Nursery or the school office and must be returned to the school office.

Should parents' circumstances change resulting in the child no longer being entitled to receive 30 hours free childcare, parents will be required to pay for any sessions over the universal 15 hour allowance.

Private Payment

Any sessions above your free entitlement will be charged, currently at £17.50 per session.

Fees are reviewed annually by the Finance Governors in the Spring Term, with any changes implemented from the following September. Parents will be notified of these changes in the half term prior to September.

Invoices will be issued during the first week of the term showing fees due for that term.

There will be no refund or reduction in fees for non-attendance.

Non-payment of fees will result in the loss of the child's place, unless there are special circumstances which have been communicated to the school at office@lkcs.org.uk. The Headteacher will be required to approve any reduction in fees.