



Sessions and Fee Structure

Effective April 2026

Session	9months-2yrs	2yrs-3yrs	3yrs-5yrs
All Day: 8am-6pm	£76.00	£74.00	£72.00

Half Day Sessions

Morning: 8am-1pm
£42.50
Afternoon: 1pm-6pm
£40.00
Early Start: 7.45am-8am
£3.00

15 and 30 hours Funding Daily Food Charge

Supported 2/3 Year Funding (EYPP) AD & HD	9 Months - 4 Years Full Day:	9 Months - 4 Years AM Session:	9 Months - 4 Years PM Session:
£0.00	£7.50	£5.00	£3.50

Fee Structure

Fees are set according to your child's age group. Variable rates apply in line with statutory staff-to-child ratio requirements, which differ depending on age.

Little Explorers is closed on Bank Holidays. However, fees remain payable at the usual contracted rate, as our pricing is calculated across the full year to reflect staffing, operational and fixed costs. Bank Holidays are therefore included within the annual fee structure.

Please refer to the attached fee schedule for a full breakdown of rates, funded sessions and the daily food charge.

Fees and charges are reviewed annually and parents will be given at least one month's notice of any changes.

Minimum Attendance

To support continuity of care, secure key person relationships and effective staffing arrangements, Little Explorers operates a minimum attendance requirement of 10 hours per week for all children.

We also recommend that children attend a minimum of two sessions per week wherever possible, as this helps to support routine, confidence and consistent learning without long gaps between attendance.

Sessions are offered within the nursery's standard session structure and subject to availability.

Help with Paying for Childcare

Families may be eligible for support with childcare costs through:

Tax-Free Childcare

For every £8 you pay, the government adds £2, up to £500 every 3 months (£2,000 per year) per child.

Universal Credit Childcare Element

You may be able to claim back up to 85% of childcare costs if you are in paid work.

Funded Childcare (15 / 30 Hours)

Working parents of children aged 9 months to 4 years may be eligible for funded childcare during term time.

Care to Learn

If you are under 20 and starting a course, this scheme may help with childcare costs.

Flexible Support Fund

If you receive Universal Credit, you may be able to access help with upfront childcare costs.

For more information, please visit:

[HTTPS://WWW.GOV.UK/HELP-WITH-CHILDCARE-COSTS](https://www.gov.uk/help-with-childcare-costs)

Please note that schemes are subject to change in line with government guidance.

Early Years Entitlement (EYE)

Accessing Early Years Funding

To claim funded hours, parents must:

- Provide a copy of their child's birth certificate
 - Complete a nursery registration form
 - Provide and keep up to date a valid eligibility code (where applicable) / provide a Local Authority Supported Family Funding Eligibility Letter
 - Complete all required funding declaration forms termly as requested by the setting

Eligibility codes must be renewed with HMRC every three months within the timeframe given. It is the parent's responsibility to ensure their code remains valid and renewed on time.

If a code expires, is not renewed, cannot be verified, or required documentation is incomplete, funded hours cannot be claimed and full nursery fees will be payable for the affected sessions.

Each term, parents are required to complete and sign a funding declaration form confirming the number of hours being claimed at Little Explorers. These forms are issued via our Funding Loop platform. If forms are not completed or are submitted late, the Local Authority will not process the claim and full nursery fees will become payable.

If your child attends more than one setting, it is your responsibility to ensure that the total funded hours claimed across all settings does not exceed your entitlement. Any over claimed hours will be charged at the nursery's standard rate.

Funding cannot be transferred between settings during a grace period. If a funding code is not valid or cannot be verified during this time, full nursery fees will apply.

Any additional hours or sessions attended outside of funded hours will be charged at the usual rate.

Early Years Pupil Premium (EYPP)

You can apply for Early Years Pupil Premium (EYPP) if your child is aged 9 months to 4 years and is accessing funded early education (e.g., 15 hours or 30 hours of free childcare).

To be eligible, your family must be in receipt of at least one of the following:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State Pension Credit
- Child Tax Credit (provided you are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Universal Credit – your household income must be less than £7,400 per year after tax, not including benefits

Your child may also qualify for EYPP if they are currently being looked after by a local authority in England or Wales, or if they have left care through:

- adoption
- a special guardianship order
- a child arrangements order

For more information and to apply, visit: <https://www.gov.uk/get-extra-early-years-funding>

Key Notes

- EYPP is extra funding paid to the nursery to support your child's early learning — it does not reduce your fees.
- Children must be accessing funded early education hours to be eligible.

Meals During Funded Hours

Government funding covers the childcare element of your child's place only. It does not include meals or snacks provided during the day.

For families who choose to take up our nursery meal provision, a daily voluntary food charge applies during funded hours. This includes all freshly prepared meals and snacks prepared by our in house chefs in line with national nutritional guidance and dietary requirements.

Parents may access their funded hours without purchasing meals. If you would prefer to provide your child's own food, please speak to the nursery manager so that suitable arrangements can be discussed in line with our food safety and allergy procedures. One term's notice is required for changes to meal arrangements.

As an Ofsted regulated setting, we ensure that all food provided meets nutritional standards and that allergens are carefully managed to keep every child safe.

What Is Included Within the Daily Food Charge

The daily food charge includes:

- Breakfast
- Mid-morning snack (including whole milk or dietary alternative)
- Freshly prepared home-cooked lunch with dessert
- Afternoon snack (including whole milk or dietary alternative)
- Picnic-style tea

In addition to meals, children at Little Explorers benefit from a range of enrichment opportunities including cookery, science, music, movement and wellbeing sessions. Our parent communication app is also fully subsidised by the nursery.

Additional Optional Charges

Where applicable:

- Preschool Graduation – £15.00 (one-off charge in the year of leaving)
- Cooking classes – £0.50 per session (parents notified and may opt in or out)
- Trips and outings – charged according to the activity (parents notified and may opt in or out)

Any additional optional charges will always be clearly communicated to parents in advance and will remain optional.

Consumables Charges and Bank Holidays

Consumable charges are calculated and averaged across the year to help keep costs as fair, consistent, and manageable as possible for families. These charges contribute towards meals, snacks, drinks, activities and other consumables provided within the nursery environment throughout the year.

As charges are annualised and spread evenly across all booked sessions, consumable charges remain payable during bank holidays, nursery closures, child holidays, sickness absence, and other non-attendance periods where a child's place is retained.

Additional Charges (Where Applicable)

Registration Fee

A non-refundable registration fee of £80.00 per child is payable upon acceptance of a nursery place where a child is accessing additional paid hours beyond their funded entitlement or attending on a fully private basis.

This fee covers administrative processing, securing your child's place and setting up all required records prior to their agreed start date.

In line with government funding guidance, no registration fee is charged where a child is accessing funded hours only.

The registration fee is waived for siblings enrolling while an existing sibling is currently attending Little Explorers.

The registration fee must be received in order to confirm and hold the agreed place where applicable.

Nappies and Wipes:

We kindly ask that parents provide nappies and wipes for their child. In the event these are forgotten, the nursery will provide wipes to ensure your child's comfort and hygiene. A small charge of £1.25 will be applied to cover replacement costs.

Use of Nursery Suncream (where not provided)

Parents/Carers are kindly asked to provide clearly labelled suncream during warmer months. If nursery suncream is required to ensure your child's safety and protection, a small charge of £1.50 per day will be applied to cover costs.

Please note this list is not exhaustive and may be reviewed periodically in line with operational requirements.

Late Collection

Children must be collected promptly at the end of their contracted session.

Late collection will incur a charge of £20.00 for the first 15 minutes, and £10.00 for each additional 15-minute period thereafter.

Persistent late collection may result in a review of your child's place.

This policy has been developed in accordance with the Somerset Local Provider Agreement and current Early Years funding guidance.

If you are experiencing financial difficulty, please speak to management in confidence and we will always do our best to support you in line with available guidance.

Late Payments & Non-Payment of Fees

Fees must be received and cleared on or before the 20th of each month, in line with our fee structure. Any payment not received by this date will be considered late.

A late payment charge of £25.00 may be applied to cover administrative costs associated with managing overdue accounts.

We reserve the right to suspend childcare or terminate the place where fees remain unpaid and no payment agreement is in place, in line with our contractual terms and after reasonable notice has been given.

We understand that unforeseen circumstances can arise and will always aim to work with families during periods of genuine financial difficulty. However, where outstanding fees become an unresolved debt, and no payment plan has been agreed, we reserve the right to pursue debt recovery action in line with our contractual terms. This may result in additional recovery charges.

We are unable to offer childcare during periods of non-payment. Childcare may be suspended until the account is brought fully up to date, and we reserve the right to terminate services with immediate effect in cases of continued non-payment.

Changes to Sessions

Any permanent changes to your child's booked sessions must be requested in writing and will be confirmed by email once approved.

Additional sessions may be requested by contacting the nursery office via telephone (01823 211700) or email (littleexplorers@mail.com). All extra sessions are subject to availability and will be charged accordingly.

If you require an immediate change to sessions, we will always try to accommodate this where ratios and availability allow.

Please note that one full calendar month's written notice is required to reduce booked sessions.

This policy was adopted on	This policy was reviewed on:
<i>01/08/2022</i>	March 2026