



Payments Policy

Purpose of Policy

The purpose of this policy is to inform parents and carers of the procedures in place for paying their childcare fees.

Who is responsible?

It is the responsibility of the parent's / carers to ensure that their childcare fees are paid in full by the date required.

How will the policy be implemented?

Little Dreams Nursery requires that all childcare fees are paid monthly in advance, for example your fees for September must be paid by the 2nd of August.

Little Dreams Nursery prefers that fees are paid by standing order / bank transfer.

Working parents may be entitled to assistance with their childcare fees, please contact the Manager who will assist you with this further.

Non Payment of Childcare Fees

All parents should note that non-payment of childcare fees will result in the loss of the childcare place for the child.

Parents who are struggling to pay their childcare fees must inform the Nursery Director via email who will then discuss payment options.

Please note that non-payment of childcare fees by the date specified will result in a late payment charge of 10% of the total charges made, for example if your childcare fees for the month are £450 and you have not paid this, a fee of £45 will be added as a charge to your next invoice.

Please see nursery fees detailed on our website: www.littledreamsnursery.com