

Childcare Offer & Charges Template

Section 1 - Setting Details	
Ofsted Registration No.	EY266474
Setting Name	Maxine Houldsworth's Childminding Service
Address	8 Springfield Road, Great Harwood, Blackburn, Lancashire
Postcode	BB6 7LL

Section 2 – Description Of Services Offered	
Opening days & times	<i>Monday – Thursday 7.30 am – 4.30 pm</i>
Weeks open in year	<i>46 weeks open – closed bank holidays and 2 weeks at Christmas. All annual leave dates are given to parents in January for the year ahead.</i>
Term time only places	<i>These are offered as funding hours are given term time only</i>
Available sessions	<i>Funded hours are offered as below: 15 hours over 2 days – 9.00 am – 4.30 pm x 2 days a week 30 hours over 4 days - 9.00 am – 4.30 pm x 4 days a week</i>
Age ranges	<i>From 3 months up to children starting reception class</i>
Notes:	<i>I do not do school runs or holiday club for school age children. School holidays are kept for the children who attend on a full time basis or term-time only children who need additional care. The fee is £6.50 per hour.</i>

Section 3 - Early Education Funding Offer & Delivery Patterns					
Options	Session times	Total funded hours per day	Days of the week available	Term time availability	Stretched Hours
1	9.00 – 4.30	7.5	Mon - Thurs	yes	No
Notes:	<i>15 hours funded will be given over 2 days 30 hours funded will be given over 4 days Funding offered from 9 months old until the end of preschool</i>				

Section 4 - Charges for Additional Hours			
Where families require additional hours over and above their daily funded entitlements, charges will be applied as follows:			
Chargeable Times	Under 2's	2 Year Olds	3 & 4 Year Olds
7.30 – 9.00	£12.00	£12.00	£12.00
Notes	4 weeks' notice needed in writing for changes to pattern of hours etc.		

Section 5 – Charges for Meals & Snacks		
Description	Unit	Unit Price
Morning and afternoon snack and lunch including desert	For funded children	£5.50 per day
	For full fee paying children	Included in fees
		No fee
Water and milk is provided for all children		
Notes	Parents are to supply baby powered milk, jars/pouches of baby food until the baby is fully weaned. First tastes must be done at home inline with my Healthy and Safer Eating Policy. I am happy to give expressed breast milk in a bottle at agreed times throughout the day.	

Section 6 Charges for Non-Food Consumables		
Description	Unit	Unit Price
None		
Notes	Parents to provide all nappies, wipes, nappy cream, nappy bags, non-prescription medication, suncream and sun hat, 2 spare full sets of clothes, all-in-one outdoor suit and wellies	

Section 7 Charges for Extra Activities		
Description	Unit	Unit Price
Special occasional outings	A contribution towards this may be asked.	To be confirmed at the time
Christmas party day at St Bart's Tots		To be confirmed at the time

Notes	<i>Weekly playgroup charges included in funding/fees</i>	

Section 8 – Opt-Out Policy & Reasonable Alternatives
<i>Parents can provide their own food for their child and this should include snacks for both morning and afternoon and a cold lunchbox. This needs to be in-line with my healthy and safer eating policy also taking into account of any allergies within the setting at the time. I find most children like to eat what everybody else is eating and eat much better when they are all eating the same food. It also encourages children to try new tastes.</i> <i>I ask parents to provide all their own non-food consumables so they can decide on what they want to use for their child. I will store these in my setting as each child has their own storage cube. I will remind parents when I am running out.</i> <i>Weekly playgroup sessions are included in funding/fees.</i> <i>Occasionally, we may go out on a special outing and I may ask for a contribution towards this. These special occasions are to further educate your child, widen their experiences or to take part in a community event. If you choose to opt out of these activities then your child must stay at home for this day, so that the other children can take part.</i> <i>We like to take part in celebrations/events across the year and some of these may incur a charge, for example, the annual Christmas party we hold at the church playgroup. If you choose to opt out of these activities then your child must stay at home for this day, so that the other children can still take part.</i>

Section 9 - Other Charges		
Description	Unit	Unit Price
<i>Deposit</i> - if I do not have a place straight away, but I am expected to have one in the near future then you can reserve a place – this will be credited against future childminding (not applicable to just funded hours)	£50.00	
<i>Retainer fee</i> - If you want me to hold a non-funded place for your child, I charge half my normal fee in full to hold a place that is available now. This is non-refundable and is not a credit against future childminding. This enables me to protect myself in case you decide not to use my services after all. My service will be available during this time and then full fees will apply once your child starts.	Half fee for non-funded places	

Late payment - please note a late payment fee will be charged for late payment of additional fees and meals, which will be invoiced to you at the end of the month.	£10.00	
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Section 10 – Tax Free Childcare
I do accept Tax-Free Childcare – more information regarding this can be found on Tax-Free Childcare.gov.uk. My details can be found on this website using my childcare reference – BB67LLEY266474