



Fees and Payment Policy

WildTime PlayGroup have a fee and payment policy which reflects the high-quality, child-led, outdoor provision which we aim to provide for your child.

A half termly commitment is required (usually 6 weeks in line with school term times). See our website for term time dates for the 2019-20 academic year. The provision is available 36 weeks a year on Wednesdays and Thursdays only.

We provide a full day provision (9.30am – 3.30pm) or a half day option (9.30am – 12.30pm) on both Wednesdays and Thursdays.

The full day rate is £60, the half day rate (AM only) is £37.50. We accept childcare vouchers and can offer some government funded hours for those attending both full days.

Sickness

If a child is absent due to sickness or other reasons the fee will remain in place as WildTime will have kept the place open and still have to pay our staff. In the case of continuing illness please speak to the WildTime Team Leader (Dominic wildtimeeducation@gmail.com) as waiving fees for such absences is at the discretion of WildTime Education.

Holidays

Term times are available to view on our website (www.wildtime.org.uk). In the event the playgroup is closed due to staff training, challenging weather conditions or other unforeseen circumstance parents/carers will be reimbursed for the lost session. If a child has a holiday during term time, fees are still payable in their absence.

Registration Fee

All parents/carers wishing to sign their child up for WildTime PlayGroup will have to pay a one-off fee of £120. £100 of this is fully refundable at the point you decide to leave the play group as long as we have received 2 weeks notice prior to the start of a new term. £20 of the fee goes towards setting up your child's online learning journal, other daily costs and the cost of a WildTime t-shirt.

Payment of session fees

Parents will be asked to agree to the conditions set out in this policy as part of their child's terms and conditions of registration. On completion of registration or soon after, invoices will be sent to the email address on the registration form. Invoices are sent out 2 weeks before the start of each

half term. The invoicing system allowed for full or part payment to be made and will update accordingly. All fees must be paid in full before the next invoice arrives.

If fees are in arrears, you will be given a written reminder of outstanding fees and your child's place may be suspended until outstanding fees are paid to prevent further arrears being incurred.

If families are experiencing financial difficulties during the year, arrangements can be made at the discretion of WildTime Education. Please speak to Dominic wildtimeeducation@gmail.com . Confidentiality is assured.

Parents are required to give 2 weeks termination notice if your child is leaving WildTime PlayGroup and a half termly commitment (usually 6 weeks) is required.

We accept payment directly via our booking site and through our invoicing system. Instructions to pay are detailed on all invoices.

Termination of the Agreement

WildTime Education reserve the right to terminate the agreement set out in this policy with immediate effect, in the event of unsuitable behaviour of parents towards staff or others at the WildTime setting, or on non-payment of fees following the non-payment procedure.