blackheath montessori centre

Blackheath Montessori Centre
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Registered in England Reg No: 1622834
Reg Charity No: 285105
Ofsted Registration No: 129010

Fee and Charging Policy

Since April 2025 the Government has required us to show how we deliver funded hours and the charges around these in a more detailed way, therefore we have altered the way that we display our pricing. Nearly all of our children are now funded and these hours are delivered completely free of charge to our parents. We do however charge for additional hours around these where parents choose to attend our full days. It has always been a complex matter to calculate the way funded hours work with paid for hours, consumables, food charges and other things such as activity charges. We have now broken down these charges into what we consider to be the simplest way for parents to understand these and these charges are listed below and on our Fee Calculation Schedule. We also have fully funded sessions available at either no cost or for the cost of food and the enhancements, which consist of the consumables we use and the activities that we offer, all of which are detailed further below.

You should read this Fee and Charging Policy alongside our other relevant policies:

- Funding Agreement
- Admissions & Waiting List Policy
- Provision of Food Policy
- Consumables & Activities Policy

'Tax Free' Childcare Accounts

Working parents of children aged under 12 can use Tax-Free Childcare, through the childcare service account, to pay for registered childcare. The Government top-up the money that parents pay into the account i.e. for every £8 parents pay in, the Government will add an additional £2. Parents can received £2,000 per child per year, or £4,000 if disabled.

Visit www.gov.uk/tax-free-childcare to find out more about eligibility and the scheme. We advise parents to ensure they have read all the advice in relation to what is best for them and whether they should move from an existing scheme. Blackheath Montessori Centre will not be held responsible in any way if your choice results in changes to your eligibility for other benefits or childcare costs support.

Childcare Choices

The Childcare Choices website will guide you through your options. It provides access to the application process for the childcare accounts and the 30 hour entitlement - make sure you are ticking the correct boxes for you. Eligibility for all this and the 30 hours is determined by HMRC and parents should check their own eligibility through the relevant government website. The website Childcare Choices offers you the opportunity to compare what is best for your family.

Childcare Choices
Supporting families with childcare costs
childcarechoices.gov.uk
HM Government

Fees and rates

Invoices are produced termly, based on an annualised figure of sessions pre-booked for the academic year (1 September to 31 August or how the calendar year falls). Parents will pre-advise the Centre of any funding their child is eligible for. The Fee Calculation Schedule sets out funded hours per week, the cost of optional consumables, the cost of unfunded sessions during the year, and the 50% discount applied for the four weeks the Centre is closed.

Funded hours are shown on your invoice according to the Fee Calculation Schedules, and if you have opted to pay the consumables, this is noted on your invoice. The total figure is annualised and divided into twelve monthly instalments. At the start of each term, you will receive an invoice for the number of months in that term, as follows:

- Autumn Term – 4 months
- Spring Term – 3 months
- Summer Term – 5 months

The monthly instalment payment will remain the same unless any session changes are notified and agreed by the Centre, subject to availability. If parents' eligibility for Working Families extended funding changes, the Centre will invoice separately for any subsequent unfunded sessions.

Fee rates

Monthly cost of sessions with no funding applied					
	2 days	3 days	4 days	5 days	5 mornings or afternoons & lunch
Two year olds	£1054.17	£1581.25	£2108.33	£2075.00	£1250.00
Three & four year olds	£916.67	£1375.00	£1833.33	£1958.33	£1114.58

Monthly cost of sessions with funded hours and optional consumables					
Universal funding (currently 15 hours)					
Three & four year olds	£584.17	£1042.50	£1500.83	£1654.33	£829.58
Working Parent Entitlement (currently 30 hours)					
Two year olds	£427.17	£640.75	£1167.83	£1214.30	£408.65
Three & four year olds	£473.33	£710.00	£1168.33	£1318.67	£552.50

Weekly cost of sessions with no funding applied			
Full Time Rates – prebooked termly		**£ per week (over 3s)**	**£ per week (under 3s)**
Five full days	8.00am-6.00pm	£470.00	£498.00
Five mornings with lunch	8.00am-1.30pm	£267.50	£300.00
Five afternoons with lunch	12.30pm-6.00pm	£267.50	£300.00

Individual Day Rates – prebooked termly (minimum of 2)		£ per day (over 3s)	£ per day (under 3s)
Single full day	8.00am-6.00pm	£110.00	£126.50

Individual rates for ad hoc care (subject to availability)		£ per day (over 3s)	£ per day (under 3s)
Single full day	8.00am-6.00pm	£125.00	£145.00
Single half day morning*	8.00am-12.30pm	£70.00	£76.00
Single half day afternoon*	1.30pm-6.00pm	£70.00	£76.00
* only bookable when accessing prebooked 5 mornings or afternoons			

Other	
Half term/Christmas closure weeks:	50% discount on unfunded rates applied

Late collection charge
If your child is collected late from the end of their booked session, this is charged at £6.00 per five minutes.

Consumables rates

Consumable items	Rate per hour 3yr rate
Food – including breakfast, morning snack, lunch, afternoon snack	£2.10
Enhanced activities – including (but not limited to) science, cooking, celebration events, parties, visits from peripatetic teachers (Music, Dance & Sports), visits from other professionals (Monkey Music, Zoolab etc).	£1.60
Self-care items – wipes, tissues etc	£0.30
Total consumables cost per hour	**£4.00**

Fee Terms and Conditions

Effective from 1st September 2026

The Fee Terms & Conditions are in conjunction with the Centre's General Terms & Conditions which are required to be signed by both parents, and returned prior to their child starting at the Centre.

Registration Fees

£100 per Nursery child from September 2026

Payment of your Registration Fee guarantees your place and entitles you to our programme of settling in sessions as per our Settling In Policy. We always recommend children attend at least one settling in session to allow them to familiarise themselves with their carers and surroundings. No Registration Fee is required for Funded Only children and they will take their settling in sessions visits during their usual funded hours. As families register in advance, if a Funded Only place is offered after a Registration Fee is paid, the Registration Fee will be refunded. We reserve the right to charge a Refundable Deposit of four weeks' fees for Funded Only places.

Fee period

Nursery fees are payable for 52 weeks of the year (or the period in a calendar year), which includes for up to 6 training days and bank holiday closures. Half fees are chargeable when the nursery is closed for half term and Christmas holidays. Six weeks' notice of leaving is required or Six weeks' fees

in lieu of notice may be paid. For children receiving funded only sessions, this notice period is extended to up to one term's notice, but should always be at the end of a term.

Allocation of Places

Our Admissions Policy outlines in further detail our allocation of places.

Snacks, Lunch & Refreshments

Breakfast, morning and afternoon snacks, lunches and refreshments are included within the fees for unfunded sessions set out in the schedule. Parents wishing to provide their own packed lunches for their child must supply a complete list of ingredients, as per our Provision of Food Policy, but no reduction in fees is allowed where this is included in the price for the place. You must comply with our Provision of Food Policy due to allergen regulations. Where we have a severe allergy, we reserve the right to refuse foods and ask you to have our meals and snacks.

Additional Ad Hoc sessions

Where additional Ad Hoc sessions are required, these may be booked at the session rate shown above, subject to availability.

Late Collection/Non-booked sessions

Where you are late in collecting your child from any session and you have not pre-booked additional sessions then a fee of £6.00 per 5 minutes will be charged.

Invoicing

Invoices are produced termly based on the annual rate for your booked sessions. All invoices are now emailed to parents. It is your responsibility to inform us if an invoice has not been received. Late payment charges will still be applied if payment is not on time, irrespective whether you have received an invoice or not.

Late Fees Charge

All fees are due by the 1st of the month. Where fees are not paid by this date, interest may be charged on a day-to-day basis on unpaid fees. The interest rate charged will be up to 8% per month, which is a genuine pre-estimate of the cost to the Centre of a default. We pursue any debts with a strict policy that may result in exclusion if payments are not made on time.

Terms & Condition are subject to change without prior notice. E&OE