

10.10 FUNDING POLICY AND PROCEDURE

The Government provides funding for each child in the term following their third birthday, for up to 15 hours free entitlement per week. Children who are eligible for Government funding but do not use it to pay for sessions at our pre-school will be charged at rates defined on our website as below.

<http://cavershamheightspreschool.org/about-us/session-times/>

When your child becomes eligible for funding you will be provided with a Funding Form which you must return completed with your child's birth certificate and recent (within 3 months) proof of your address. We need to check these documents and will return them without taking any copies.

Children may be eligible for up to 30 hours free entitlement per week if your child. Please check eligibility and details on how to apply for and eligibility code which must be provided to us before the funded term begins here. <https://www.gov.uk/30-hours-free-childcare>

Sessions for the term must be booked before headcount day at the start of each term, as we cannot claim funding after this date. Any child starting after this date or wishing to add sessions during a term will be charged for that term's sessions.

Funded children must be attending pre-school by the local authorities headcount day to be eligible for funding otherwise fees will be required to be paid at full government funding rates. Fees are not refundable for holidays, short illnesses or other occasional absences. Refunds for extended unavoidable absences are made at the discretion of the Committee.

Children who are not eligible for the Early Years (three and four year old) Government funding will be charged as defined on our website as below.

<http://cavershamheightspreschool.org/about-us/session-times/>