



## MILFORD PRE-SCHOOL FEES POLICY

### Parental Permissions

I have read the Milford Pre-School fees policy dated April 2025 and I agree to the following:

I am aware that I need to provide my child's birth certificate to the setting before their start date. This is because a birth certificate is required to access funding.

I consent to Milford Pre-School using the information supplied to the setting, for the purpose of verifying eligibility for the extended entitlement or the Extended Early Years entitlement. I understand that the information requested will be held securely and will only be shared with staff in the Local Authority who have right of access and with Education Software Services. When no longer required, it will be disposed of in a manner appropriate to its sensitivity. I also understand that if I am eligible, the Local Authority will continue to check my eligibility and if they are notified that I am no longer eligible, I will have to pay for any additional hours booked above the universal Early Years Entitlement.

I am aware that it is the parent's responsibility to reconfirm the eligibility code for additional funding every 3 months. If parents fail to do so within the allotted time, they will fall out of eligibility. I understand I will be invoiced for any hours which cannot be claimed and I agree to pay for those hours. I understand that it is the parent's responsibility to pay for any hours which fall outside of the grace period given by the Government to eligible parents.

I am aware that the notice period for parents to cancel a child's place is 4 term time weeks and notice should be given to the Infants' school office in writing. If appropriate notice is not given, fees will be charged in lieu of notice.

I am aware that I will be invoiced 20p per morning or afternoon session for my child's snack, as government funding is not expected to cover this.

I am aware that if I will be late to collect my child from Pre-School I need to phone Milford Infants' School office and I will be charged a £8 late collection fee.

I understand that I need to pay a £30 refundable deposit to secure my child's Pre-School place (by cash or cheque payable "Somerset Council"). This deposit will be returned to me 4 term time weeks after my child has started at Milford Pre-School.

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| CHILD'S NAME       |  |
| PARENT'S NAME      |  |
| PARENT'S SIGNATURE |  |
| DATE               |  |