



**Langho and Billington St. Leonard's**  
**Church of England Primary School**  
Headteacher: Mrs Dawn Lindley B.Sc (Hons) QTS CofEPQH

**Langho and Billington**  
**St. Leonard's Church of England**  
**Primary School**

**Costing Policy with**  
**Term and Conditions**  
**for Little Lennie's Nursery**

**Date: April 25**  
**Review Date: April 26**

# LITTLE LENNIE'S CHILDCARE HOURS (term-time only)

	8.45 – 11.45	11.45 – 12.30	12.30 – 3.30	Total childcare hours
Monday	3 hours	45 minutes	3 hours	6 hours 45 minutes
Tuesday	3 hours	45 minutes	3 hours	6 hours 45 minutes
Wednesday	3 hours	45 minutes	3 hours	6 hours 45 minutes
Thursday	3 hours	45 minutes	3 hours	6 hours 45 minutes
Friday	3 hours	45 minutes	3 hours	6 hours 45 minutes
			Weekly total	33.75 hours

1 day = 6 hours 45 minutes

2 days = 13 hours 30 minutes

3 days = 20 hours 15 minutes

4 days = 27 hours

5 days = 33 hours 45 minutes

Universal Entitlement (U) – 15 hours per week for 3 year olds (over a period of 38 weeks)

Extended Entitlement (E) – 15 hours per week for 3 year old (totalling 30 hours when added with Universal entitlement, over a period of 38 weeks)

Paid sessions (P) – these are charged for places / sessions, these do not use funded hours.

If you wish to only use your 30 hours entitlement with no extra charges, this equates to 4 days and 1 session per week in Little Lennie's.

Please refer to <https://www.childcarechoices.gov.uk> for full information and up to date criteria and eligibility.

If parents qualify for 3 year old extended childcare funding, the relevant code is required by school to claim this funding. Information can be found on the following link:

<https://www.gov.uk/free-childcare-if-working>

Please speak to our school office staff if you require any further information on 01254 247156.

## **CHARGES FOR LITTLE LENNIE'S CHILDCARE**

Additional hours / sessions attended that are over and above either universal (15 hours) or extended (30 hours) funded hours will be charged at an hourly rate of £5.71 (as of 1<sup>st</sup> April 2025).

Details of your agreed sessions can be found with your booking form and Parental Agreement.

Invoices (if applicable) will be sent to parents at the end of each term and payment should be made within 30 days of the invoice being received.

St. Leonard's have the right to cancel a child's place if the invoice is not paid on time (unless prior arrangements have been agreed).

## **TERMS AND CONDITIONS**

1. Payment of all invoices must be settled within 30 days of issue (unless prior arrangements have been agreed with the school office).
2. ALL sessions (if booked prior) must be paid for regardless of attendance.
3. Sessions / days cannot be swapped on a weekly / casual basis unless prior arrangements have been made and depending on availability.
4. Session changes can be requested over agreed periods of time (e.g. changing a child's attendance from Tuesday to Wednesday) for a minimum of a term. These requests will be considered on an individual basis and will depend on availability.
5. Funding does not include additional hours, meals, consumables, nappies or other paid activities.
6. Children who stay for a full day will require a packed lunch sent from home or a school meal at a daily cost of £2.75 (not included in the childcare funding and price is subject to change).
7. How parents wish to use their universal or extended childcare hours will be looked at on an individual basis with each family and is depending upon availability.