



Lockington CE VC Primary School

Headteacher: Mrs Julie Cattle

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LOCKINGTON LITTLE LIGHTS NURSERY CONTRACT

Please note that additional hours to any funded hours your child receives are charged at £17.50 per 3 hour session. Session times are: 9am – 12.00pm and 12.30pm – 3.30pm with half hour lunchtime sessions charged at an additional £2.00 per day (with own packed lunch). Should your wish your child to have a hot school meal at lunchtime then these can be provided at a cost of £2.60 (payable online at School Money).

Invoices will be sent out at the end of each month and immediate payment via the online School Money system will be requested.

NAME OF CHILD:

DATE OF BIRTH:

Entitled to 15 Hour funding YES / NO / UNSURE

	Tuesday	Wednesday	Thursday
AM			
Lunch			
PM			////

Total Number of funded hours attending per week	
Total Number of paid for extra hours per week	
Total Number of paid lunches per week	
Weekly amount due to pay for extra hours	£
Weekly amount due to pay for lunches	£

Please note that we cannot refund Nursery fees for sessions and lunches missed due to family holiday or sickness absence

(Please complete the required details on the reverse of this contract)

If your child attends another Nursery, please enter details below:

Name of Nursery:	
Address:	

IMPORTANT – Please read the information below. By signing this contract, you agree to the following:

- I have received and understand all information in relation to the Nursery.
- I am the parent/legal guardian of the child named on this form.
- My child will be attending Nursery for hours shown on this contract.
- I understand that I cannot vary the hours in my child’s contract without permission from the school.
- If I do want to change my child’s sessions, I need to give the school 4 weeks’ notice and understand that any changes can only be possible if there are spaces available on other days.
- I agree to pay the invoices in relation to my child’s extra sessions and lunches at the end of each month. I understand that if invoices are not paid within 2 weeks of being issued, the management reserve the right to cancel my child’s chargeable additional session and/or lunches in the Nursery and any unpaid debt will be passed on to the East Riding Council debt collection team.
- I understand that if my child is absent from nursery due to illness or holiday, the invoice still requires full payment. This secures my child’s paid nursery hours/lunchtime sessions.
- If at any time you are experiencing difficulty making a payment, please do not hesitate to speak to our admin/finance officer, Mrs Reid, on 01430 810240.

Signed: Print Name:

Relationship to child: Date:

Start Date: (for office use only)
