

The Children's Garden – Payment Policies

Payment

All fees are due one week before the start of term or per the date on the invoice.

Notice

We require one term's notice if a child is leaving, otherwise a full term's fees (including any Early Education Funding that we may not be able to claim as a result of the child being withdrawn) will be charged and the deposit retained. If less than a term's notice is given when a child leaves and another child takes the place of the child leaving then just the deposit will be retained. However, if the place is only taken on a part-time basis, the difference in fees will still be charged to the parents of the child leaving. In the event of a parent being asked to remove a child, one term's notice will be given by the kindergarten.

Deposit

Each child is required to pay a £1000 deposit. This is refunded when your child leaves the kindergarten provided the terms of agreement have been adhered to.

Government Grant

All 3 and 4 year olds are entitled to Early Education Funding. The amount is calculated by the Local Education Authority and paid directly to the kindergarten. The entitlement is given in the term following the child turning 3. Children who qualify for the funding will receive free basic nursery care for up to 15 hours and parents will be charged for extra services and hours above the entitlement.

Fees per term (school year 2017/18)

£2,100 per term for 5 mornings
£1,680 per term for 4 mornings
£1,260 per term for 3 mornings

How to pay

By cheque – please make all cheques payable to “The Children's Garden” and send them to Birgit Möller at 26 Hazledene Road, London W4 3JB.

By direct bank transfer to

Triodos Bank, Brunel House, 11 The Promenade, Clifton, Bristol, BS8 3FA.
Sort Code: 16 58 10
Account No.: 02939600
Account name: The Children's Garden

Parents of 5 and 6-year-olds, who are no longer entitled to the Early Education Funding, also have the option of paying by monthly standing order.

Payment by standing order needs to commence one month ahead of each term, namely in August for the autumn term, in December for the spring term and in April for the summer term. Due dates for each instalment will be indicated on your invoice.

Childcare vouchers / Tax-Free Childcare

All parents have the option of paying through their employer's childcare voucher scheme. Payments in this case are made monthly and should reach us at the same time as payments by standing order as indicated on your invoice. The Children's Garden is currently registered with Accor, Busy Bees, Care-4, Edenred, KiddiVouchers, Computershare and Allsave, but happy to register with further schemes in the event your employer is signed up with a different scheme provider. The kindergarten reserves the right to refuse acceptance of payment by childcare vouchers in the event that payments are persistently late or below the required amount.

The kindergarten is also registered for HM Government's Tax-Free Childcare service, which will be rolled out from August 2017 and eventually replace the childcare voucher system.

Late payment charges

It is essential for the smooth running of the kindergarten that fee payments reach us on time. Payments that are more than two weeks overdue incur a 2.5% late payment charge and in the event your payment is more than four weeks overdue a 5% charge will be added to your bill.