



Cats Whiskers Payment Policy

Cats Whiskers prices are normally set annually on 1st April each year, however we reserve the right to have interim fee reviews should it be deemed necessary. While the nursery endeavours to keep costs as low as possible, in order to maintain sustainability, quality of early education and care, prices will increase as required. Also for it to be possible to pay staff according to their qualifications, experience, and in line with minimum wages increases and pension and to meet rising costs of services etc prices do need to be reviewed regularly. Parents/ carers are informed in writing one month in advance of any pricing changes. The nursery is committed to support parents who may encounter unexpected financial difficulties by allowing them to pay on a weekly basis in the short term. However the nursery reserves the right to discontinue providing child care for a child where payment of fees falls into arrears. Regular late payment of fees will be deemed as breach of contract and the nursery place will be terminated. The nursery will endeavour to collect any outstanding fees once a child has left.

Early Education Funded Places

The nursery is registered to provide funded hours for parents eligible for Childcare for Working Parents funding, and eligible Two's Too Funded places in early years education and care. This is for children who are 9 months (from Sept 24) to five years old. All 3 & 4 year olds receive Universal EEF funding regardless of eligibility. Cats Whiskers adheres to the 'Code of Practice' and the Local Provider Agreement for all funding.

For most children accessing funded hours, there will be an 'all inclusive package' charge applicable.

Up Front Costs

On application for a place at Cats Whiskers the paying parents/carer is requested to pay a non returnable registration fee of £50.00 together with a deposit of one week's fees (deposits are returned when one-month notice in writing is given of leaving the nursery and all fees are paid). Prospective parents are informed of current prices via the nursery brochure/website.

Should the place not be taken up at the nursery, the deposit will not be refunded.

Charging a Retainer

Applies when the nursery is open and parents choose not to access their child's place for a limited period of time because of exceptional circumstances i.e pandemic including COVID-19. This will temporarily retain the place for future use.

A retainer cannot be paid for holidays or absence for illness.

The retainer is non-refundable and is not a credit for future services.

The retainer is not the same as the deposit which is a one off payment to show the intention of taking up a place prior to starting.

The retainer will apply on a monthly basis, one month in advance for the month following an application by the parent.

If the place is used within that period full charges will apply. Adequate notice must be given to the setting to use the place at that time, at least one week.

If the child does not return the retainer will be held by the nursery. Normal notice of leaving must also be given.

A retained place cannot be held indefinitely and will be reviewed on a monthly basis. One month's notice by either party will terminate the place. All retainer payments will be kept by the nursery.

The retainer will be set at the minimum attendance of 4 sessions per week.

Monthly Fees

Fees are charged monthly in advance and are due to be paid on the first of each month. Payment can be made by tax free childcare, direct debit or BACS . The nursery does not have a facility for accepting credit card payments. Please allow five days' clearance when you make your payment if you pay via BACS/tax free childcare. Non-funded sessions are inclusive of meals which include breakfast, mid-morning fruit break, cooked lunch and high tea, consumables and additional services. Children's nappies are not included and must be provided by the parent. Funded hours include a consumables charge, please see 'Additional Charges' paperwork for more information on this. Charges still apply when a child is absent from the nursery because of illness or holidays. Additional charges are made for late payment of fees, late collection of children and for using nursery nappies. Please note that we can no longer accept cheques for payment.

Fees are charged for all contracted hours one month in advance, the invoices are calculated on actual sessions each month. All fees for the statutory holidays and the Christmas closure are deducted in the month in which they fall, including New Years Day. These deductions are stated clearly on the invoice. Additional days booked as extras will be charged for in arrears on the following month's invoice.

It is not nursery policy to swap children's contracted days unless there is an emergency situation.

Tax Free Childcare, Child-care Vouchers, & Tax Credits

The Government offers a range of benefits, schemes and entitlements to help towards the cost of childcare which you may be eligible for.

Please visit the BCP Council webpage where you will be able to access information about paying for childcare, including Childcare for Working Parents, Universal Funding, tax free childcare, childcare vouchers and Early Years Pupil Premium. For more information go to:

<https://www.fid.bcpccouncil.gov.uk/family-information-directory/information/childcare>

Please note that payment via tax free childcare, childcare vouchers, or tax credits is still due on the first of the month and any payments received late will be charged for. Please allow 3-5 days for payments to transfer. Please remember to transfer funds out of your childcare account/voucher scheme.

Parents whose children attend Cats Whiskers can claim Child-care Tax Credit against their fees. They need to inform the Inland Revenue of their new child-care costs each time they change.

The early years provider will be pleased to answer any queries about the nursery fees and or payment of fees.

See Contract & Fee Structure sheet.

Ref: Local Provider Agreement- Nursery Places for 2, 3 and 4 year olds.

Late Payment Charge: £30 with reminder plus £10 per day until the invoice is paid in full

Late Collection Charge: £15.00 for the first 10 minutes , then £10 for each 10 minutes after that.

Nursery Nappies : £1.00 each

Opt In/Opt Out

Please see 'Early Years Crisis Information' and 'Opt In/Opt Out' paperwork for further information.

NB. Please think of the Early Years Funding as 'subsidised' and not 'free.' This is the only way Early Years Settings, like Cats Whiskers will be able to remain viable. Many thanks.

Revised February 2026 FM

