

**Village House Nursery School (Langton Green) Ltd.**

**Terms and Conditions of Acceptance**

Acceptance by the Village House Nursery School is subject to the following terms and conditions:

1. A registration fee of £30 is payable for all unfunded children. The registration fee is non-refundable if the registration is withdrawn for any reason. In the case of no place being available the registration fee will be returned.
2. An invoice will be sent to parents/carers for the first term's fees shortly after the acceptance of the child's place.
3. The child will not be accepted until the first term's fees have been paid in full. Half-termly payments can be made if preferred (a maximum of two instalments – see point 6 below).
4. We recommend that Village House Nursery School is the only nursery or group attended at time of entry.
5. A minimum of 3 sessions per week, must be taken for non-funded and funded children, (except under exceptional circumstances and prior agreement).
6. Each term's fees are payable, in full, in advance or in two instalments. Fees are subject to review and a half term's notice will be given of any change. A surcharge will be applied to late payments.
7. No refunds will be made in the case of illness, holidays and school closure due to adverse weather conditions.
8. Under the below criteria a full term's notice is required in writing from parents/carers if, for any reason, they wish to reduce sessions or withdraw their child from the nursery school:-
  - a. The child is NOT FUNDED...or...
  - b. The child is FUNDED, but the request is to reduce sessions which are outside of the maximum funded quota (ie. Those sessions that are fully paid for).

**A full term's fees are payable if this written notice is not received.**

9. Parents/carers of funded children must also agree to the terms and conditions on our Admissions Policy, Session Details and Fees Structure.
10. The wearing of the nursery uniform is compulsory for all un-funded children and although optional for funded children, the wearing of it is **strongly advised** primarily for safety and security reasons.

The Village House Nursery School (Langton Green) Ltd reserves the right at any time to modify, add or delete any of these Terms & Conditions. Such modifications will be effective immediately.

Please return this completed **signed** form to – [suevhns@gmail.com](mailto:suevhns@gmail.com)

Signed.....

Date.....