Contract of Agreement

Childs name:

The nursery is open from 7.30am to 6.00pm, Monday to Friday, EXCEPT for recognised Bank holidays. Fees are due for Bank Holidays, as they were taken into account, when our prices were set.

* Attendance fees are detailed on the price list. Places booked in advance will require a £200 deposit . The deposit is refunded in your first month’s fees. However, it is non-refundable if you decide to not take up your place, you reduce the days required before starting or pushback the date by more than 1 week . The deposit can be paid by bank transfer or cash
* Fees are due a month in advance, payable by the first of the month and a 10% penalty charge for late payment will be charged for fees not received by this date. The first invoice is to be paid within 7 days of start date. The bank account name is Georgie Porgie Ltd, Account no 68552815, Sort code 600239
* Fees are reviewed annually in May.
* No reduction in fees can be offered in the event a child is absent through illness, holiday or any other reason. If a child needs to isolate due to contact with a positive case of Covid 19 at nursery, whether from staff or another child and has no symptoms, the first exclusion is payable in full. If another isolation is needed within 2 months, 50% of fees for days missed will be credited onto the following months invoice. If your child needs to isolate due to a positive test or isolate due to a positive test within the family, all fees are payable.
* If cases of Covid 19 rise within the area or nursery, we will introduce bubbles (smaller groups of children) to reduce risk to staff and children. We may need to introduce time slots, which will possibly result in a shorter nursery day, there will be no reduction in fees due to the added cost of extra staff and resources
* A fee of £10 will be charged if a child is regularly collected later than agreed.
* After starting at nursery, one month’s notice is required if you wish to withdraw your child from the nursery or change your child’s days/hours.
* Only prescribed medicines can be administered and only on completion of the nursery medicine form. The child’s name must be on the pharmacy label on the box If a child has asthma their inhaler must be carried at all times. It is the responsibility of the parent to ensure that medicines are collected from Nursery, at the end of the day
* We are unable to accept any child suffering from an infectious disease until the recognised isolation period has passed. In addition children suffering from sickness and diarrhoea must have a clear 48 hours before returning to the nursery. The Proprietor or Manager/Deputy Manager reserves the right to refuse a sick child entrance to the nursery.
* We reserve the right to terminate your contract, if we feel it is in the best interest of the nursey.
* Smoking is prohibited in the nursery and nursery car park.
* The use of mobile phones is prohibited, with the exception of the nursery office. This applies to staff, parents and any visitors.
* Jewellery of any kind must not be worn to Nursery. Small stud earrings are acceptable.
* We discourage children from bringing personal items into the nursery, as these can become lost or broken, but comforters are welcome.
* The nursery does not accept responsibility for the loss or damage of personal items.
* Babysitting services are not provided by the nursery. Georgie Porgie nursery does not accept responsibility for any arrangements made with Georgie Porgie staff for care of children outside of nursery hours/premises.

Name Printed:

Signed :

Date: