



01289 307413

Head Teacher- Mrs Wendy Kiff
School Administrator – Mrs Lynne Jeffrey
admin@spittal.northumberland.sch.uk

Nursery Charging Policy

January 2026

- Where we have the capacity, we offer additional childcare to parents and carers, whose children are already receiving their 15/30 hours free entitlement in our Nursery Class. Where we have the capacity, children will therefore be able to access full day provision.
- Sessions will be charged at £12 for 3 hours, either 09:00 – 12:00 or 12:00 – 15:00.
- Breakfast club 08:00 – 09:00 and After school club 15:00 – 17:30 will be charged at £4 per hour.
- Lunch can be provided at a cost of £2.50 per day.
- For regular sessions, a week's fees must be paid in advance and no later than the Monday morning of the week the sessions have been booked for. Ad hoc sessions should be paid on the day of the session.
- Parents/Carers must give 4 weeks' notice if they decide they no longer need this provision or would like a change to the provision.
- THERE WILL BE NO REFUNDS FOR ABSENCE.
- If parents/carers need another day in the week which is not a regular session, this will be charged as an additional session. Days cannot be changed at short notice but ad hoc days can be added at short notice via the school office where we have capacity.
- Spittal Primary School will give 4 weeks' notice if they no longer have the capacity for a child's paid childcare. Refunds will only be given if the school is closed due to unforeseen circumstances.
- Places will be allocated on a first come; first served basis.
- Additional charges for trips are applied no more than 1 per term.
- All families must provide their own nappies, wipes and sun cream.



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Please sign and date to accept terms and conditions:

Child's Name:

Signed:

Date: