Mithian Pre-School Charging Policy

2026 - 2027

Pre-School childcare is available 8:45 am to 3.15pm for 3 and 4 year olds; it is open term time only and is closed for teacher training days.

Free funded sessions

Children are entitled to a free Government funded place for 15 hours per week from the term after their third birthday. The Government provides free 30-hour placements for families where both parents or single parent work and earn a minimum amount (criteria apply). Pre-School sessions additional to the free allocated 15- or 30-hours funding. Our sessions are sessions: Morning 8:45am - 12:00pm / Afternoon 12:15pm - 3:15pm Cost £4.50 per hour.

Booking

Booking is made by emailing mithian@tpacademytrust.org . Hours for each term will need to be made before the term starts and will not be able to be changed until the start of the next term if required.

Exceptions

No charge will be made if the school is closed.

Payment details

Payment is required in full, within 10 days of billing.

Recovery of Unpaid Charges

If prompt payments are not made, your child will not be able to attend their session until outstanding amounts have been cleared. Following persistent non-payment, a letter will be issued requesting payment by a certain date and there may be a risk of your requested sessions no longer being available. If payment remains outstanding for over ninety days, the sum payable will be recovered as a civil debt.

Funded weeks

There are occasions when Pre-School funding does not extend to the full number of weeks that the main school is open and therefore these weeks, usually only one or two a year, will be chargeable to the parents. You will be notified of this during the half-term prior to the shortfall.

Additional funding

We aim to identify all children that may attract any additional funding such as EYPP, DAF, SEND Inclusion Fund and any locally available funding streams, with a view to submit a claim/application to support and improve their outcomes. This additional funding is used for additional support to meet needs and is not contributory to session costs.

Cancellation and illness

Once you have booked a paid place, you are obliged to pay, even if your child does not attend for any reason, including illness. We require a two week notice of any holiday time being taken. If this is not received, the sessions that your child is absent for will still be charged.

Attendance

Although children under the age of five are not statutorily required to attend an education setting, there is an expectation that the attendance of children enrolled at Mithian Pre-School will be above 90%. In accordance with Nursery Funding Guidelines, should a child's attendance fall beneath 90% the school retain the right to withdraw a child's sessions, whether these be funded or payable by the parent or carer of the child.

By registering your child with Mithian Pre-School, you are indicating your acceptance of these terms.

Notice period

We hope that you will not need to leave our Pre-School, but we require notice in writing if your child will no longer be attending. We ask that parents/carers give as much notice as possible, with the minimum being three full weeks. Any payment that has been made for a place within your full three-week notice will not be refunded and further payment will be required to complete your commitment to the end of the three-week period.