



TERMS AND CONDITIONS

Registration

To register your child at the preschool a non-refundable fee of £100 is required to secure a booking. This does not guarantee that a place will be available. The registration fee will be returned if the preschool cannot offer the place on the schedule and date required.

£50 of the registration fee acts as a deposit and will be refunded on your first invoice.

£50 of the registration fee acts as a Cherry Blossom Preschool administration fee

(Please note a Registration Fee is not applicable for those children attending grant funded sessions only).

Minimum Booking

The minimum number of sessions your child can be booked into preschool is for 2 sessions across 2 days per week. One session is a morning or afternoon half day session.

Preschool Fees

- i. Contracts are available for all year-round care (52 weeks per year) or term time only (in accordance with published term times which run roughly in accordance with Wiltshire term times, excluding Inset days).

All Year Round:

- ii. Fees are payable monthly in advance. Invoices are issued on the first day of every month and are payable within 7 days.

Term Time Only:

- iii. The year is divided into six terms and fees are payable termly in advance. Invoices are issued during the first week of each term and



are payable within 7 days. Allowances will be made for a second, later payment to those parents who pay using monthly childcare vouchers but the fees must be settled by the first week of the following month.

Calculation of Fees

- iv. Fees are calculated according to the number of actual sessions attended in that month/term
- v. No charge is made for Bank Holidays and published preschool closures (one week's holiday at Christmas)
- vi. No refund will be given in the event of the child's absence due to sickness, holiday or for any other reason
- vii. It is not permissible to swap sessions. If additional sessions are requested and available, these are charged at the normal rates in addition to the contracted sessions.
- viii. Additional sessions are charged as outlined in the fee schedule. Daily discount rates will not be applied to exceptional bookings
- ix. Cherry Blossom Preschool Ltd are unable to offer any refunds or compensation for closure or suspension of preschool activities as a result of third-party action, inclement weather, fire, flood or any other event beyond our control.

Late Collection Surcharge

- i. Your child should be collected by the appointed session finish time. If the child is late being collected a surcharge will be applied as outlined in the fee schedule.
- ii. If a child is collected late and only attends the government funded free entitlement session the normal preschool fee as outlined in the fee schedule will be applied for that session.



Late Payment of Fees

- i. A late payment surcharge of 2% will be charged on any balance outstanding after 14 days
- ii. If payment is outstanding after 14 days the preschool may serve 7 days' notice in writing to terminate the contract. Upon termination of this contract the child shall cease forthwith to be admitted to the preschool and the preschool's notice to so terminate shall be regarded as a formal demand for all outstanding monies.

Cancellation/Alteration of a Place

- i. At least one calendar months' notice must be given in writing for the cancellation of a child's place. Payment will be due for the notice period regardless of whether your child attends preschool during this time.
- ii. One calendar months' notice must be given in writing to reduce sessions.
- iii. Requests to change/increase days/sessions should be made in writing and will be implemented as soon as is reasonably practicable.
- iv. The preschool reserves the right to terminate any child's enrolment or restrict access to parent/guardian or child at any time without notice, in consideration of the protection of other children and staff and the well-being and smooth operation of the Preschool. Any disruption caused by a parent/guardian or child that is deemed inappropriate or not conducive to a preschool environment or undermines the reputation of the Preschool or its staff will be cause for termination at the discretion of the Preschool Director.

Non-solicitation of Staff

The parent/guardian of the child, the subject of this registration form, hereby agrees that during the term of this agreement and for the period of six months following its termination (howsoever terminated) that he /she will not seek to employ, entice away or attempt to entice away from the employment of Cherry Blossom Preschool Limited ('the Company') any person or persons employed by the Company at the date of termination of the agreement between the Company and the parent/guardian or any person or persons who was



employed by the Company in the six months preceding the date of termination of the agreement between the parent/guardian and the Company.

If the parent/guardian shall breach the aforementioned clause then he/she shall indemnify the Company fully in respect of all and any costs, claims, damages and expenses incurred by the Company as a result of the aforementioned breach to include the cost of replacing the said member of staff to include, but not limited to agency fees, advertising costs, management time in interviewing and all such other costs reasonably and necessarily incurred by the Company in replacing the member of staff together with all legal fees and disbursements.