



## **TERMS & CONDITION**

### **ADMISSIONS**

A waiting list is in operation. Siblings of children already attending the school will have preference of admission. A place is normally offered for the term in which the child's second birthday occurs (unless otherwise requested on the registration form) and written offers are sent around the previous half term.

### **VIEWING AND APPLICATION PROCESS**

Please telephone and or email the Nursery Manager to arrange a viewing. Registration operates on a first come, first served basis. However, if a place is not available when required, you may choose to be included on our waiting list.

### **TERMS AND CONDITIONS**

A registration fee (non-returnable) of £80.00 is charged. This does not, however, guarantee a place. A deposit of £700.00 is also charged; this will be returned at the end of your child's final term, providing the correct written notice of one term is given. If you decide not to take the place before your child starts the deposit will not be returned to you.

**Extra activities:** Ballet classes are charged at £70 per term and sports classes are also charged £70 per term. All fees must be paid in advance. No reductions can be made for children absent during school hours.

**Notice of withdrawal** of a child must be given in writing with a minimum of a term's notice. For late notices, a charge of a term's fee is made. Parents when signing the registration form accept the terms and conditions. Should you have any further questions please do not hesitate to contact us.