

Terms and Conditions for Village Montessori Nursery School



- I agree to pay the fees in advance of each month. (Cheques payable to Village Montessori Nursery School or through **BACS: Barclays, Sort Code: 202065, A/C:83854574**)
- I understand that if I pay my fees late there will be an additional charge of £10.00 per week until the fees are paid in full.
- I agree to give ONE month's notice to the school if I intend to withdraw my child, if a month's notice is not given a full months fees will be payable.
- I agree the school reserves the right periodically to increase the fees this will not be done without prior notice.
- In the event of an additional session being cancelled with less than 5 working days notice the full session fee will be charged.
- I agree and understand that if my child is unwell and unable to attend their normal sessions the school will not refund the fee amount.
- I agree that should an emergency occur, my child might, if necessary, be taken to a local casualty department.
- I agree the Manager may, at their absolute discretion, withdraw my child from the school.
- I agree that the school may take photographs of my child, for use in their development records.
- I am aware that the Everyday Living Activities (ELA) and other Montessori materials involve my child handling glass, china and very small objects, and using brass, silver, glass and shoe polish.
- I have seen, and agree with, the Nursery Schools book of policies in the nursery register shelf and in the nursery website.
- I agree to my child's records being sent to their next school.
- I agree and understand that the nursery will give at least one month notice to all parents in any organised nursery events and trips.

- I agree to give permission to my child's key person to take the learning journal home from time to time for development planning and updating.
- I agree and aware that my contact details (e.g. mobile phone number and email address) are only use as communication tool between me and the nursery for sharing and updating nursery information purpose only; the nursery will need my consent if in any circumstances that my contact details to be shared with any 3rd parties.
- I understand that all my details will be deleted once my child / children left the setting.
- I understand and agree that it is my responsibility to check my 30hours eligibility validation from time to time with HMRC and inform my child's setting accordingly without delay; failure to do so my child's setting will issue invoice/invoices for all the additional hours charge according to their hourly rate and I shall oblige to make payment for the invoice/invoices.
- I agree to pay a refundable £100.00 deposit (only apply to children age 2 year old) with my registration, this will only be utilised by the school in the event of me withdrawing my child without one month's notice; I understand this will be returned (provided parents compliance to all the T&C listed in this agreement) in the when my child leaves.

Please sign below. No registration is complete until the terms and conditions have been signed.

I have read the above terms and conditions and I agree to the conditions therein.

First signature Parent/Guardian:.....Date.....

Second signature Parent/Guardian:.....Date.....