



Cawley Childcare Ltd

(1/A Home from Home Creche & Preschool & Kids Campus)

Policy & Procedure

Fee's

FEES – Cawley Childcare Ltd (T/A Home from home Creche & Kids Campus) This policy covers all premises.

Document Title:	FEE'S
Document Author:	RC
Document Approved:	Rachel
Person(s) responsible for developing, distributing and reviewing Policy	Rachel
Person responsible for approving Policy	Rachel & Danielle
Method of communication of policies to staff (email / hard copy / induction training)	Hard copy and induction
Method of communication of policies to parents/guardians (full policies via email, hard copy)	Email and hard copy available on premises
Date the Document is Effective From:	October 2021
Scheduled Review Date:	When fees change

This policy has been communicated to parents/guardians.

Relevant staff know the requirements and have a clear understanding of their roles and responsibilities in relation to this policy. Relevant staff have received training on this policy.

The fees for our services are as follows:

Home from Home Creche:

Full Day, Full time €200.00 per week.

4 days full time €180.00 per week (set days)

3 days full time €150.00 per week (set days)

Sibling discounts:

5 days per week €30.00

4 days per week €20.00

3 days per week €10.00

The government introduced the NCS (National Childcare Subsidy Scheme) in 2019, for further details and entitlements under this scheme, please go to www.ncs.gov.

ECCE scheme, please ask a member of staff with regards to when your child qualifies for the scheme, the scheme is based on a 5 day/3hour per day preschool session and offers a discount of €64.50 per week.

Payment of fees:

Fees must be paid on the first day of attendance each week. Fees can be paid by cash (a receipt will be issued) or please request bank information if you wish to set up a direct debit.

Fees are applicable whether your child is in attendance or not, this includes:

Sickness

Holidays

Half days

Absenteeism of any kind (which includes, if they are a close contact of a person who has tested Positive of Covid 19).

If Home from Home Creche must close due to red weather warnings issued by government this is out of our control. Fees are applicable.

Covid 19 Closure – this will be determined at the time, depending on the duration of closure in conjunction with Government guidelines.

Exceptions to fees

There is no exception for payments.

Kids Campus:

Full Day, morning and afternoon €130.00 per week

5 mornings €50.00 per week

1 morning €10.00

5 afternoons €110.00 per week

5 mornings and afternoons €130.00

1 afternoon €25.00

Payment of fees:

Fees must be paid on the first day of attendance each week. Fees can be paid by cash (a receipt will be issued) or please request bank information if you wish to set up a direct debit.

Fees are applicable whether your child is in attendance or not, this includes:

Sickness

Holidays

Half days

Absenteeism of any kind (which includes, if they are a close contact of a person who has tested Positive of Covid 19)

If the Kids Campus must close due to red weather warnings issued by government this is out of our control. Fees are applicable.

If you require full day care for your child, due to school being closed we can accommodate you in the Kids Campus, additional fees are applicable during mid-terms, Christmas and Easter as the service is available, if you do not need additional childcare, your regular fees still apply whether your child is in attendance or not.

Covid 19 Closure – this will be determined at the time, depending on the duration of closure in conjunction with Government guidelines.

Exceptions to fees

Fees are *not* applicable in the month of July or August as the Kids Campus is not in operation.

If you require childcare we can facilitate you in our creche. Please ask for details. Your Childs place will be kept for September, if you do not require the place, you must advise in June and we will refund you deposit on last day of attendance.

Exceptions to fees

Only Preschool Fees are not applicable during midterm breaks as we operate on a 38-week module in line with ECCE regulations.

School Age Fees

School Age fees are applicable during midterms, Christmas & Easter as we offer childcare during these weeks. If you do not wish to avail of childcare, your standard weekly fee only applies, if additional childcare is required, there is an additional fees.

Policy drawn up by: _____ Date: 01st October 2021

Rachel Cawley