



Blossom Tree
Day Nursery & Pre School

TERMS AND CONDITIONS

- 1. Blossom Tree Day Nursery is a Children's Day Nursery for babies and children aged 3 months to 4 years 11 months of age.
- 2. The Nursery has policies and procedures and there are expectations and obligations relating to the Nursery and the Parent/Carer. By signing the Parent/Carer contract all Parent/Carers agree to abide by our Terms and Conditions.
- 3. Blossom Tree Day Nursery is a Children's Day Nursery facility and whilst your child is in our care, Blossom Tree Day Nursery is legally responsible for him/her.
- 4. All children will be given stimulating and challenging play opportunities in a fun and safe environment by appropriate qualified staff, teaching the Early Years Curriculum.
- 5. Once your child is delivered to Blossom Tree Day Nursery he/she will be in the care of Blossom Tree Day Nursery until collected by a 'Named' responsible adult, on your child's registration form.
- 6. It is your responsibility to keep the Nursery Manager/office informed of any alterations to the information regarding your child, e.g. change of address or telephone numbers, change of 'named' responsible adult, allergies etc.
- 7. You accept that whilst your child is attending Blossom Tree Day Nursery, they may get involved in messy activities and they will be provided with appropriate protective clothing to accommodate this. You will make sure that a set of named tagged clothes for your child is left at the nursery, in case a change of clothing is required. Blossom Tree Day Nursery does not accept any responsibility for any loss or damage to clothing whilst your child is attending the Nursery provision.
- 8. If your child is in nappies or drinking formula milk, you will ensure that you supply the Nursery with sufficient nappies, wipes, and formula milk for all sessions required for your child. All snacks and meals provided by the Nursery are included in your childcare fees.
- 9. Blossom Tree Day Nursery is open Monday to Friday, 7.30am-6.30pm, 51 weeks of the year, closed Bank Holidays and Christmas week.
- 10. If your child is unwell or has a high temperature, they will not be allowed to attend the Nursery. If your child is on prescribed medication and NOT suffering from a contractible illness, then they can attend the nursery after you have completed all necessary medication forms with the Nursery office. If your child suffers a case of sickness/diarrhoea, then they will not be allowed to return back to the Nursery until 48 HOURS after the last bout of illness.
- 11. You will NOT be entitled to any refunds, due to sickness, holidays or the Nursery closed due to bad weather etc, as you are paying for your childcare place and not the child's attendance.
- 12. If your child is collected late, without prior arrangement, a charge of £1.00 per 1 minute late will apply. This must be paid to the nursery by Friday of that week.
- 13. If your child remains at the Nursery after the due collection time, after doing everything possible to contact the Parent/Carer and emergency contacts on their registration forms, then Blossom Tree Day Nursery will be legally required to contact Social Care Services.

Head Office: Suite 602, Milton Keynes Business Centre, Hayley Court, Foxhunter Drive, Linford Wood, Milton Keynes.
MK14 6GD

blossomtreedaynursery@outlook.com

TEL: 01908 686789

- 14. Whilst Blossom Tree Day Nursery try to ensure the safety and security of items, we cannot be held responsible for any items i.e. pushchairs, bikes, car seats, etc., left outside the Nursery.
- 15. You must ensure that your child is delivered into the hands of a member of Blossom Tree Day Nursery staff at the Nursery and not left in the foyer area of the building.
- 16. If your child has an accident, then he/she will be treated by a qualified first aider and you will be informed of the situation as soon as possible. If there is a situation where your child needs urgent medical treatment and you are unavailable, a member of staff from Blossom Tree Day Nursery may seek any necessary urgent treatment on your behalf.
- 17. Any information and details regarding your child will be treated as confidential. However, there may be times, for example in cases of child protection concerns, where details of your child may be passed on to other agencies, for example, police, social care and health professionals.
- 18. Blossom Tree Day Nursery requires 1 months written notice to cancel your childcare place within the Nursery, or to make any changes to your childcare requirements at the Nursery.
- 19. If you are claiming a Government Funded place at Blossom Tree Day Nursery, you must inform the Nursery 1 month in advance, in writing, when you require to claim funding at an alternative nursery, so your funding can be transferred to your new provision. Failure to do so will mean you will be liable for a false claim of entitlement or over payment. If for any reason your child is not entitled to Government Funding and they have attended funded sessions at Blossom Tree Day Nursery, then you will be responsible for all outstanding nursery fees due. Any over payment will be your responsibility and you must inform all parties concerned if funding is not applicable.
- 20. ANY verbally abusive language or behaviour made against any member of staff at Blossom Tree Day Nursery will not be tolerated and your child's place will be terminated immediately.
- 21. A non-refundable registration fee of £50.00 is payable when joining the nursery. We have various rates: - Monthly Rates £25.50 per ½ day session, £51.00 for a full day session. Weekly Rates £30.50 per ½ day session, £61.00 for a full day session. Emergency Rates £35.00 per ½ day session, £70.00 per full day session. If your childcare requirements start part way through the month, the weekly rates will be applicable for the first month. If you wish to pay on a monthly basis, you must book at least 8 sessions per month to qualify, 1 session = ½ day childcare.
- 22. All monthly childcare fees must be paid for on or before the 1st of each month by Debit Card or Bank Transfer. All weekly childcare places must be booked and paid for by Thursday for the following weeks childcare requirements.
- 23. Funded children meal payments will be taken from your Debit Card every Friday for the following week's meals – Term Time Only.
- 24. All Childcare Voucher remittances must be received by the nursery on or before the 1st of each month. If your childcare voucher is not received by the 1st of the month then the voucher will not be deducted from the present months fees, it will be credited to your account for the following months childcare fees.
- 25. Any late childcare fees will be subject to a late payment charge of £25.00 and your child's place will be suspended until all due childcare fees are paid.
- 26. Emergency Childcare fees are due in advance and are NOT subject to funding discount, if applicable.
- 27. Blossom Tree Day Nursery's Terms and Conditions are reviewed on a regular basis and any changes made to our Terms and Conditions will be notified in writing to all Parent/Carers.

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