

# BLOSSOM YEARS DOWNHAM, VALESWOOD ROAD PRE-SCHOOL

## GUIDE TO FEES, FUNDING AND ADMISSIONS POLICY

Monday to Friday / All Ages	Non-Funded Sessions	Funded Sessions
8:30 – 9:00 AM	£7.50*	£7.50*
9:00 – 12:00 PM	£33.00	FREE
12:00 – 3:00 PM	£33.00	FREE
3:00 – 3:30 PM	£7.50*	£7.50*

\*The early and late ½ hours are optional, you can bolt them on the main AM and PM sessions that run between 9am and 3pm.

### 4 EXAMPLES OF FUNDED WEEKS

15 hours Funding / 3 full days per week / \*optional

15hr Funded	Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:00 AM	£7.50*	£7.50*	£7.50*		
9:00 – 12:00 PM	FREE	FREE	FREE		
12:00 – 3:00 PM	FREE	FREE	£33.00		
3:00 – 3:30 PM	£7.50*	£7.50*	£7.50*		

15 hours Funding / 5 full days per week / \*optional

15hr Funded	Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:00 AM	£7.50*	£7.50*	£7.50*	£7.50*	£7.50*
9:00 – 12:00 PM	FREE	FREE	FREE	£33.00	£33.00
12:00 – 3:00PM	FREE	FREE	£33.00	£33.00	£33.00
3:00 – 3:30 PM	£7.50*	£7.50*	£7.50*	£7.50*	£7.50*



30 hours Funding / 3 full days per week / \*optional

30hr Funded	Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:00 AM	£7.50*	£7.50*	£7.50*		
9:00 – 12:00 PM	FREE	FREE	FREE		
12:00 – 3:00PM	FREE	FREE	FREE		
3:00 – 3:30 PM	£7.50*	£7.50*	FREE		

30 hours Funding / 5 full days per week / \*optional

30hr Funded	Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:00 AM	£7.50*	£7.50*	£7.50*	£7.50*	£7.50*
9:00 – 12:00 PM	FREE	FREE	FREE	FREE	FREE
12:00 – 3:00PM	FREE	FREE	FREE	FREE	FREE
3:00 – 3:30 PM	£7.50*	£7.50*	£7.50*	£7.50*	£7.50*

A non-refundable registration fee is required with the return of this registration form to secure your child's place. The registration fee will be returned if the preschool cannot offer the place on the schedule and date required. If you are accessing Free Education Entitlement only you are not required to pay.

Registration fee: £50.00 BACS Payment to: Blossom Years Ltd Account No: 83848590 Sort Code: 20-12-26 Reference: Child's full name

## IMPORTANT POINTS FOR WORKING PARENTS ABOUT FUNDING

Don't forget to apply for your funding: you can start receiving funding in the next school term following your child turning 9 months, 2 years and 3 years old. (You do not receive it in the term that encompasses the birthday.

If you become eligible for Funded Early Education hours during your time with us, then please advise us ASAP of your 11-digit eligibility code that you receive from HMRC along with your National Insurance Number. We will apply the necessary checks and update your account accordingly.

It is important to become familiar with the application and claims process because there are rules and deadlines that are your responsibility and out of our control.

- If at any time your circumstances change so that you don't qualify for the funding, or you miss any of the HMRC eligibility deadlines or your personal revalidation deadlines, the full day rate will apply.
- It's parents' responsibility to ensure that their account with HMRC is always valid (your account expires every 3 months). If an account expires, we will no longer be able to claim the funded hours (or extended hours for 3+yo) and full fees will apply.

- To reconfirm your eligibility, go to <https://www.gov.uk/sign-in-childcare-account>, enter your User ID and password. Your code will remain the same, you will not need to advise us when you have revalidated your code, you only need to advise us further if you are no longer eligible for funded hours.
- It is not the responsibility of childcare providers or local authorities to prompt/remind parents to renew their account. We suggest that you make a note of your expiry date that HMRC provide you to ensure that you revalidate your account every 3 months and not rely on an email from HMRC. In case of any problems, the HMRC helpline number is 0300 123 4097.
- Given the detailed process between your HMRC account and LBB, we will let you know if any discrepancies occur holding up your funding claim at any time, and we will contact you to assist where possible in resolving any matters. This may affect your funding status.



# ADMISSION POLICY

## BLOSSOM YEARS PRE-SCHOOL

Ofsted number: EY489484

Version: September 2025

We operate an inclusion and equality policy and ensure that all children have access to childcare places and services irrespective of their gender, race, disability, religion, belief, or sexual orientation of parents.

Our Funded Offer is below and will explain arrangements for the delivery and funding for the following entitlements:

- Under 2-Year-Old Working Entitlement (U2YOW)  
\*: 1140 hours per academic year for working parents of children 9 months old+.
- 2-Year-Old Working Entitlement (2YOW) \*: 1140 hours per academic year for working parents of two-year-olds.
- Together for 2's Entitlement (TF2YO) \*: 570 hours per academic year for families of two-year-olds receiving additional forms of support.  
[Check www.gov.uk/help-with-childcare-costs/free-childcare-2-year-olds-claim-benefits](http://www.gov.uk/help-with-childcare-costs/free-childcare-2-year-olds-claim-benefits)
- 3 - & 4-Year-Old Universal Entitlement (3&4YO15): 570 hours per academic year for parents of all 3- & 4-year-olds.
- 3- & 4-Year-Old Working Entitlement (3&4YO30) \*: 570 additional hours per academic year entitlement for working parents of 3- & 4-year-olds.  
\* *Eligibility criteria apply*

**The maximum number of funded hours your child can receive are:**

- 1140 hours per academic year for working families of under 2-year-olds and 2-year-olds (U2YOW & 2YOW). This is 30 hours for 38 weeks of the year if taken over term time or 1140 hours divided by the number of weeks if stretched from 39-52 weeks. i.e. 10.96 hours for 52 weeks.
- 570 hours per academic year for 2-year-olds from families receiving additional forms of support (TF2YO). This is 15 hours for 38 weeks of the year if taken over term time or 570 hours divided by the number of weeks if stretched from 39-52 weeks.

- 570 hours per academic year for all 3- & 4-year-olds, (3&4YO15). This is 15 hours for 38 weeks of the year if taken over term time or 570 divided by the number of weeks if stretched from 39-52 weeks.
- 570 additional hours per academic year for working families of 3- & 4-year-olds, (3&4YO30). This is an additional 15 hours for 38 weeks of the year if taken over term time or 570 divided by the number of weeks if stretched from 39-52 weeks.

### Additional charges:

Government funding is intended to deliver up to 30 hours of free, high quality, flexible early education and care each week to children under 5 years old. Funded hours must be accessible **free of charge** to parents/carers; that is, there must not be any mandatory charges for parents/carers in relation to the funded hours.

Government funding is **not** intended to cover the costs of meals, consumables, additional hours or additional services. Early Years Providers can charge for consumables, meals and snacks, extra activities and additional hours provided they are not mandatory charges or a condition of accessing a place.

### Emergency Charges:

An emergency charge can be applied by the Early Years Provider for parents/carers who opt in to pay additional charges, but do not supply the required item/food. These are also listed below if applicable.

**All funded sessions:** are in line with the Government's Statutory Guidance and Local Authority requirements. When you register your child for their funded place, we will discuss your needs and as far as possible with availability and staffing arrangements we will accommodate your wishes.

### Notice Periods:

You are not obliged to give us notice for the funded hours however, we respectfully ask that you give as much notice as possible whilst also paying due regard to our notice period for non-funded hours.

### Absences:

Your child may lose their funded entitlement if they have **three weeks** of absence in any one term. This refers to holiday or illness.



**Deposits** can be charged for funded hours to secure the place but this must be refunded in a reasonable time scale.

Deposit Amount	Refunded
N/A	N/A

**Our deposit applies to the following funding streams** (tick as appropriate):

Under 2-Year-Old Working Families	2-Year-Old Working Families	Together for 2's Funding	3- & 4-Year-Old Universal Funding	3- & 4-Year-Old Working Families
N/A	N/A	N/A	N/A	N/A

**Our funded offers are:**

	OFFER ONE: MONDAY TO FRIDAY – 38 weeks of the year	OFFER TWO: N/A
Under 2-Year-Old Working Families (30)	9am – 3pm 5 days x 6 hours	N/A
2-Year-Old Working Families (30)	9am – 3pm 5 days x 6 hours	N/A
Together for 2's Funding (15)	9am – 12pm or 12pm – 3pm 5 days x 3 hours	9am – 3pm and 9am – 12pm or 12pm – 3pm: 2 days x 6 hours plus 1 day x 3 hrs <b>or</b> 3 days x 3 hours plus 1 day x 6 hours
3- & 4-Year-Old Universal Funding (15)	9am – 12pm or 12pm – 3pm 5 days x 3 hours	9am – 3pm and 9am – 12pm or 12pm – 3pm: 2 days x 6 hours plus 1 day x 3 hrs <b>or</b> 3 days x 3 hours plus 1 day x 6 hours
3- & 4-Year-Old Working Families (30)	9am – 3pm 5 days x 6 hours	N/A

**Our optional additional charges are:**

	FOOD	NON-FOOD	ACTIVITIES	PRIVATE HOURS	EMERGENCY ITEMS
Under 2-Year-Old Working Families	N/A	N/A	N/A	£15, split into half hours at £7.50	N/A
2-Year-Old Working Families	N/A	N/A	N/A	£15, split into half hours at £7.50	N/A
Together for 2's Funding	N/A	N/A	N/A	£15, split into half hours at £7.50	N/A
3- & 4-Year-Old Universal Funding	N/A	N/A	N/A	£15, split into half hours at £7.50	N/A
3- & 4-Year-Old Working Families	N/A	N/A	N/A	£15, split into half hours at £7.50	N/A

**Our optional additional charges include:**

FOOD	NON-FOOD	ACTIVITIES	EMERGENCY ITEMS
N/A	N/A	N/A	N/A

