

Caban Y Faenol CYF

Fees

The Club understands that the cost of registered childcare may seem expensive to a parent/carer. However, providing a high quality, safe and stimulating service for children is not cheap and to ensure the continued high standards and sustainability of the Club, it must ask that parents/carers respect its policy in respect of payment of fees.

- The level of fees will be set by the Management Committee and reviewed annually in the light of the Club's financial position, its future strategic plans and any other broader economic or social considerations deemed relevant.
- The Management Committee shall inform the parent/carer of a change in the level of fees at least one month in advance of the change being made.
- The Manager or staff member will send the parent/carer an invoice on a monthly basis. This invoice shall include estimated fees for the month ahead and any adjustment plus breakfast club or similar fees, that are relevant to the previous month. Settlement of the invoice is due within 14 days of the invoice date.
- If the invoice is not settled within 14 days of the invoice date, the Manager or staff member will notify the parent/carer and request immediate payment or to speak to the Manager. Please refer to the Payment Policy.
- If the Manager has not heard from the parent or carer and if payment has not been made within the time limits set, the Club reserves the right to suspend the childcare service until a payment has been made. There is a possibility that the child's place will be forfeited.
- Reasonable individual payment arrangements can be discussed between the Manager and parents/carers.
- The Club will be sympathetic to requests for daily payment. Parents/carers wishing to negotiate this or any other alteration to the standard fees policy should arrange a meeting with the Manager at the earliest possible opportunity.
- Parents/carers are encouraged to speak the Manager if they have any query about the fees policy, or if, for any reason, they are likely to have difficulty in making a payment on time. Parents/carers are strongly advised to arrange a meeting at the earliest possible opportunity, to avoid jeopardising their child's place at the Club.

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- The Club accepts payment by cash, cheque, BACS or via child care vouchers. If you require further information on childcare vouchers, please contact the Manager to discuss this.
- If your child will be away on holiday and 4 weeks' notice is given, then half the fee for the sessions will be charged in order to keep your child's place.