

Kingswood Nursery School  
Briar Road  
Watford WD25 0DX  
Hertfordshire

Nursery: 01923 672531  
Pre-School: 01923 679500  
www.kingswood.herts.sch.uk



24<sup>th</sup> May 2021

Dear Parents and Carers

**RE; CHANGE TO TERMS AND CONDITIONS FOR FEES**  
**Pre-School Fees and Nursery Wraparound Care and Lunch Club Care**

With effect from 1<sup>st</sup> September 2021 we will be updating our terms and conditions for chargeable fees.

This applies to fee paying pre-school parents, those parents asking for additional wraparound care and lunch club fees in nursery who are not eligible to claim 30 hours free funding.

Unfortunately we have had a number of parents asking for additional care over and above their funding and have fallen into arrears for these sessions.

To accommodate children staying for extra sessions, we employ extra staff and their costs have to be covered, in addition the admin time spent chasing parents for outstanding fees has also increased immensely.

After careful consideration and agreement from the Board of Governors we will have no alternative but to ask for a month's payment in advance starting from September 2021 and this will be reflected in your first invoice

This will apply to those parents who are currently in Pre-School and transferring to Nursery and have asked for additional sessions not covered by funding and all new Pre-School parents starting in September.

Please find attached a paper copy of the new terms and conditions and paper copies will be sent home for completion and return before your child starts with us in September.

Thank you for your understanding

Yours sincerely

Sam Godfrey  
School Business Manager

