



[Little Bambinos Nursery](#)

[Welcome Pack](#)

'The team at Little Bambinos aim to provide a nursery accessible to everyone. We provide an inclusive practice with family friendly ethos for healthy early years.'

Keziah Kosecki – Nursery Manager

[About Us](#)

Little Bambinos is an open plan nursery. We have one large room, which is split into two when needed. Our focus is for children of all ages to learn from each other. We understand that children between the ages of 3 months-5 years also need separate experiences. We are very fortunate to have a free flow system into the garden and the creative room.

At Bambino's we aim to provide a setting where children are happy and learning and can express themselves in a nurturing environment.

All staff members are highly qualified, and we provide further training for all employees. Most importantly our staff are kind and friendly people who take great pride in the work that they do!

We believe that children learn best when they are learning through play and leading their play. We ensure that the environment gives all children the opportunity to explore and engage in new experiences in a safe and nurturing environment. Skilled practitioners are constantly supporting, and challenging children based on their interests.

Little Bambino's is in proximity and walking distance to two parks, which are: Brickfields and the Sandpits.

We also take the children out into the community to visit the local shops, library and post office, which is in Moorland road, also the Linear footpath is nearby.

We ask for all parents to give permission for children to be taken out of the premises. Providing experiences for children within in the community is something that we aim to do as regularly as possible. This enables children to learn about wildlife, road safety and day to day chores.

We are located on Millmead road, which is in Oldfield park, Bath. There is easy and accessible parking for pick up and drop off. This is located at the side of the nursery building.

[Our Vision and Values](#)

We have a strong focus on providing expressive and creative opportunities which are child led. We support this by providing forest school, dance, cookery and pottery sessions, which are used to develop a child's imagination and to represent and understand their own feelings and ideas. This will then build confidence and a sense of belonging in our community and encourage self-expression and communication through the arts.

At Little Bambinos Nursery we aim to create a space that safeguards children in a friendly, positive environment. Our purpose-built space has a free-flowing layout that includes disabled access throughout.

[Security and safety](#)

The welfare and security of your child/children is of prime importance to us. We have a policy that NO mobile phones, laptops or computers are used in the children environment.

All visitors must be announced, pre-arranged and will be signed in on arrival.

Only those authorised by the parents are allowed to collect children and we must be informed ahead of time on the occasion someone other than yourself is collecting your child/children.

We ask for an emergency number so you can be contacted it anytime.

[Settling in](#)

We recommend that each child has 3 settling in sessions before starting, or more if needed. We also offer home visits if we or parents feel that they are needed.

On the first settling in session parents will fill out an all about me pack with their child's key person wh.

Little Bambinos Nursery Session Times & Fees

£80 non-refundable registration fee is required when securing a place, this will ensure that your space is held and will cover settling sessions. You will need to have confirmation of days and sessions required from us before making this payment. You can only book a space a year in advance depending on availability.

- Little Bambinos is open 8.30am-5.30pm, Monday to Friday during BANES term timetable.
- All day - 8.30am-5.30pm.
- Morning sessions 8.30am-1pm.
- Afternoon sessions 1pm-5.30pm.
- School hour sessions 9am-3pm.
- Early drop off including breakfast - 8.30am-9.00am £7 (this is if your child is doing funded hours and you wanted to start early)
- Please see our term time opening hours and holiday club dates. This can be found on our website and at the end of this welcome pack.

Prices by hour excluding snacks & extra activities.

If you require childcare outside of your entitled funded hours please see our hourly rates below

Age	Price per hour/ Per day 8:30-5:30
3months-2 years	£9.50 (£85.50 per day)
2 – 3 years	£9.00 (£81.00 per day)
3 – 5 years	£8.00 (£ 72.00 per day)
Consumable fee per funded hour.	£2.00 Per hour

Food prices per day

Breakfast and early drop off 8:30am-9:00 (non funded hours)	£7
Lunch	£2.95
Lunch and Tea	£4.00
Tea	£2.00

*****PRICES FROM APRIL 2025*****

[Government funding and consumable fee information](#)

At Little Bambinos Nursery we accept government funding for children who are entitled from the age of 9 months until they start school.

Our basic costs are primarily met by the "Early Years Entitlement" grant we receive from BANES, this funding covers only the basic delivery of the early years framework. We find that this funding is insufficient to cover our costs. By asking parents to pay the consumables fee this enables us to provide high quality childcare education. So we ask parents and carers for a consumable fee of £2 per EYE funded hour (2-5 year olds). We ask for £1 per funded hour for 9 months – 2 years old.

Consumables fee breakdown

- **Snack** – Each child is provided with two healthy and nourishing snacks per day.
- **Early years practitioners** – Highly experienced and qualified practitioners who receive ongoing training and are qualified up to graduate level.
- **Extra curricular activities** – Super pirates, Forest school, Baskervilles gymnastics, cooking/baking, dance, science experiments.
- **Outdoor trips and walks** – Higher staff ratios are needed to ensure safety.

If you believe you may have difficulty in paying the consumable fee then please contact us directly to discuss further options, you may also be eligible for Early Years Pupil Premium (EYPP)

There are different types of funding that families can apply for. Please see [Best Start in Life - Best Start in Life](#) for your options.

At Little Bambinos funding can be used as follows:-

9months – 2 year old funding for eligible working parents – can access 30 hours funded childcare the term after your child turns 9 months old.

2 Year old funding if you get extra support - eligible families can access 15 hours funded childcare the term after your child turns 2 years old.

2 year funding for eligible working parents - can access 30 hours funded childcare the term after your child turns 2 years old.

we are pleased to extend funded hours to run from **9:00am to 5:30pm** for all children aged **9 months to 5 years** *Please note: availability for funded sessions between 3:00pm and 5:30pm will be limited.*

3-4 year old funding every child is entitled to 15 hours funded childcare the term after your child turns 3 years old. You do not need to apply for this funding. Please speak to a member of staff

Universal credit – If you claim universal credit, you may be able to claim up to 85% of your childcare fees back. Please speak to universal credit about this.

Fees and Financial

Our fees are invoiced Monthly, they will be sent out in the middle of each month and must be paid by the 28th of each month. A reminder will be sent out on the 20th of each month. Children can only start nursery if their fees have been paid.

- If fees are not paid a reminder will be sent out, if after two days fees are not paid an administration fee of £10 will be added per day to your next invoice. If you are struggling to pay please contact us and we can make an arrangement with you.
- Late pick up fees are £10 per 15 minutes.
- All fees need to be paid a month in advance.
-

We accept the following methods of payment;

- Tax free Childcare transfers
- Childcare Vouchers
- Electronic Bank Transfer (BAC)
- Cash

The first months fees are payable before/on the child's first day with us. Failure to make payments may result in the termination of the nursery place.

Payments to be made to: Scala studios Ltd

Account number: 44 12 92 68

Sort code: 30-90-54

Please note that Little Bambinos Nursery is subject to an annual fee review every April.

Nursery Closure / Disruptions

If the nursery closes for the following reasons;

- Bad Weather
- Diseases/Viruses
- Health and Safety Issues
- 'Acts of God' or third parties' issues outside of the Nurseries control including disruptions to public transports and highways.

In the event that Little Bambino's may not be able to operate we will contact parents /carers via email in the first instance. Under no circumstances will Little Bambino's operate if by doing so, put the health and safety of the children and staff within the care of Little Bambinos at any risk. In such cases fees will be remain payable during any period of closure.

Absence from Nursery including Holidays

If your child is absent from nursery for any reason normal charges will still apply.

Accidents and Illnesses

We reserve the right to administer basic first aid and treatment when necessary. Parents are informed of all accidents and are required to sign an accident form. For more serious accidents we may need to seek medical help, if this occurs, we endeavour to contact the parents but if this is not possible, we are hereby authorised to act on behalf of parents and authorise necessary treatment. If a child becomes ill at nursery, we will contact you to ask that you collect your child at the first possible opportunity and adhere to our communicable diseases policy.

We are able to accept some medicines if parents complete the relevant medicine consent form, please see our medicine policy for more information.

Any child who has, or develops, an infectious illness must be kept at home until clear of symptoms for a minimum of 48 hours. Please see our communicable diseases policy for further information, fees are payable during the period of sickness absence from the Nursery.

[Termination of a place](#)

We require 1 months' notice in writing to terminate a place or decrease sessions.

[Behaviour Management](#)

We may require Parents to withdraw or remove their child from Nursery if the Manager considers the child to be disruptive or displaying inappropriate behaviour. We work closely with parents and outside agencies where appropriate to support children's emotional well-being and additional needs. We have a zero tolerance approach to the team being spoken to in an abusive or threatening manner by parents, carers or children.

[Insurance](#)

We have full public liability insurance with Pound gate insurance our certificate is on display on the parent board.

[Data Protection](#)

Little Bambinos Nursery acknowledges and shall always comply with the provisions and obligations imposed by the Data Protection Act and the protection principles contained within the Data Protection Act 1998.

[Agreement](#)

We reserve the right to update /amend these terms and conditions. One month's notice will be given for any such change.

[What to bring](#)

We request that each child has a pair of wellies, gloves and a rain jacket and sun hats and sun cream are left at the Nursery for warmer weather.

We advise that children wear old clothes to nursery and bring a spare pair. Children can bring a pair of slippers which can stay at the nursery.

Each child will have their own drawer and peg where their belongings will be put at the start of the day.

Nappies and wipes to be provided if needed.

Babies milk should be provided and clearly labelled with the child's name and instructions.

There is a quiet area where children can nap if required. We ask for bedding to be provided and any comforters. The bedding will be sent home weekly to wash.

[Mobile Phones](#)

We ask all parents/carers to refrain from using their mobile phones whilst in the Nursery.

[Personal Property and Belongings](#)

At Little Bambinos will not be held responsible for loss or damage to children's lost property. Every reasonable effort will be made by the nursery team to ensure the children's belongings are not lost or damaged. Practical 'inexpensive' clothing is strongly recommended for children attending nursery. It is the parents responsibility to name and clearly label all items.

Any medication brought into nursery must be clearly labelled with your child's name and date and given to the Nursery Manager. You will be asked to sign a permission slip for the duty staff member to administer the medication.

Permission Forms

Emergency consent

I agree to the registered person in the provision (or deputy in charge or nominated person) taking the necessary steps to ensure that my child _____ receives the best and most appropriate care, attention and treatment should there be an emergency or accident in the setting or while my child is on an authorised outing.

I understand that the registered person or deputy in charge or nominated person will make every effort to inform me of any emergency or accidents as soon as possible after the event but they may have to accompany _____ to hospital in the case of a serious accident in my absence.

I give my permission for the registered person in charge of Little Bambinos Nursery or the deputy in charge or nominated person to authorise hospital staff to administer essential treatment until my arrival.

Parent/Carer Name: _____

Parent/Carer Signature: _____ Date _____

If you do not agree with any or all of the above declaration, please do not sign but make your views known in the space below.

The registered person in charge of Little Bambinos Nursery or deputy in charge or nominated person will discuss this with you and do their best to accommodate your particular wishes.

Signed Parent/Carer _____ Date _____

Observations and photographs

As part of our commitment to provide for the individual needs of your child we will observe all areas of development, and in partnership with you, record progress in those areas in order to plan appropriate activities within the nursery.

These observations and records will be available for inspection by Ofsted, otherwise they will be confidential and available only to you and those nursery staff involved in planning the early learning for your child.

The nursery offers training placements for childcare students who, in order to complete college assignments, will be asked to observe play. Individual students will be asked to gain your written permission to carry out these observations and use them in their assignment work.

Any photographs taken of your child by nursery staff or childcare students may be used in nursery displays but will not be taken off the premises.

From time to time, photographers or the local press may come and take photographs in the nursery to feature in the local newspaper (with the full names of the children).

Please consider the above and return the separate completed permission slip to the nursery manager.

Permission slip

Please return to the nursery manger.

Name of Child.....

Date of birth.....

*I do/do not give permission for nursery staff and childcare students to observe my child as described above, including photographs where necessary.

* I do/do not give permission for photographs of my child to be taken for online systems/journals?

*I do/do not give permission for photographs of my child to be displayed in the nursery

*I do/do not give permission for photographs of my child to be used in nursery publicity material, e.g. brochure, posters, flyers

*I do/do not give permission for photographs of my child to be used on the nursery website for promotional reasons only

*I agree/do not agree to my child being photographed and named in the press and on publicity materials.

Where applicable for settings with social media accounts e.g. Facebook and Twitter

*I agree/do not agree to my child's photograph being added to the social media account and I am aware that these may be retweeted and shared within these forums.

(*delete as appropriate)

SignedRelationship to Child

Primary carer/parental responsibility/other

SignedRelationship to Child

Primary carer/parental responsibility/other

Permission to take children off the premises

As part of early learning planning, the nursery will arrange local visits and walks in the neighbourhood to support children's knowledge, understanding and experiences. For example, they could learn about different kinds of food and cooking ingredients during a

trip to a supermarket, or collect objects of interest for a collage or table display during a walk in the park.

For your child to take part in such activities we require written permission from their parent(s).

All outings away from the nursery will be assessed to identify risks and measures will be put in place to ensure children, staff and assistants are safe during their time away from the nursery (please refer to our visits and outings policy).

Adult to child ratios will be higher than normal on these occasions and we would welcome and appreciate any parents who would feel able to accompany us on short walks and trips.

Please note that separate letters and permission slips will be sent out for visits and trips further afield.

Please consider the above and return the completed permission slip to the nursery manager

*I do/do not give permission for my child to fall asleep in a buggy/bouncers.

SignedRelationship to Child

Name of Child

*I do/do not give permission for my child to take part in trips off the nursery premises.

*I could/could not be available to help with nursery trips as detailed above.

(*delete as appropriate)

SignedRelationship to Child

*I do/do not give permission for suncream to be applied when necessary to my child

SignedRelationship to Child

*I do/do not give permission for my child to have face paints

Signed..... Relationship to child.....

Tapestry

We use Tapestry as our online learning journal provider here at Little Bambinos

Tapestry allows you to login with a secure username and password so you can view all your children's observations, photographs and videos. You can like and comment on observations that we add for your child and it's also possible for you to add your own observations. Your comments and own observations will allow us to find out about which activities your child really enjoyed and the learning they get up to at home.

All data that is entered to Tapestry is stored securely on their servers. If you are interested in finding out more information about this, you can go to <https://tapestry.info/security>.

Once we have set you up with an account you will be able to login using any web browser from tapestryjournal.com or by downloading the Tapestry app from the Play or App store, depending on what type of device you are using. Remember, if you are going to use the App version of Tapestry to ensure auto updates are turned on for your device so you always have the most up to date version of the app.

If you would like to proceed, please fill in the slip below with your child's name and your email address and then sign

I give permission for a Tapestry account to be created for [name of child]:

The e-mail address I would like to link with the account is:

I give permission for a Tapestry account to be created for me (please sign and date):

Signature:

Date:

Image consent form

To comply with the Data Protection Act 2018, we need your permission before we can photograph or make any recordings of your child. We may take photographs for several reasons whilst your child is with us:

We use Tapestry as our online learning journal provider. We will use this to send you observations of your child which might include photos and videos. If you give your permission in the form below, you will be able to see group observations which might include photos and videos with other children in and consequently, other relatives might be able to view photos and videos of your child.

Please note that you have the option to view any photographs that we have or intend to use.

Please read and indicate your consent clearly:

1. I consent to photographs and videos of my child being taken by authorised personnel representing the Nursery

Yes No

2. I consent to photographs and videos of my child being uploaded to Tapestry Online Learning Journal

Yes No

3. I consent to photographs containing my child's image being included in other children's learning journals

Yes No

4. I agree to treat photographs containing images of other children as well as my own as for my own personal use only. This means that the information cannot be shared with others, or published in any way, without the explicit consent of the parents or guardian of those children who may be included. For example, any such photographs **cannot** be posted on a social networking site or displayed in a public place.

Yes No

5. Do you consent to your child being included in other children's Tapestry accounts ie Group Photos/activities yes/no (please circle)

Signed by parent/guardian:

Name of child:

Please note that you can withdraw your consent, in writing, or request to see photos taken at any time. This form is valid for the duration of your child's time at Nursery. It is your responsibility to let us know if you want to withdraw or change your consent at any time.

Child Registration Forms

Personal Details

Name of child			
Date of birth			
Home address			
Postcode			
Position in family			
Hair colour		Eye colour	
Religion			
Ethnic origin			
Nationality			
Language(s) spoken at home			
Intended medium of education, e.g. English, Welsh			
Details of any special educational needs/disabilities			
How did you hear about Little Bambino's Nursery?			
Preferred start date			

About your family

Parent 1/carer	
Title	
First name	
Surname	
Password	
Home address	
Postcode	
Home Tel number	
Mobile	
Home email	
Work address	

Postcode	
Work Tel number	
Work email	
Hours worked	
Responsibilities (Tick all that apply)	Parental responsibility <input type="checkbox"/> Payment of fees <input type="checkbox"/>
	Collect child from nursery emergency <input type="checkbox"/> Contact in <input type="checkbox"/>

Parent 2/carer	
Title	
First name	
Surname	
Password	
Home address	
Postcode	
Home tel number	
Mobile	
Home email	
Work address	
Postcode	
Work tel number	
Work email	
Hours worked	
Responsibilities (Tick all that apply)	Parental responsibility <input type="checkbox"/> Payment of fees <input type="checkbox"/>
	Collect child from nursery emergency <input type="checkbox"/> Contact in <input type="checkbox"/>

Other contacts

Contact one	
Title	
First name	
Surname	
Relationship to the child	

Password			
Address			
Postcode			
Tel number		Mobile	
Responsibilities (Tick all that apply)		Collect child from nursery <input type="checkbox"/>	Contact in emergency <input type="checkbox"/>
Contact two			
Title			
First name			
Surname			
Relationship to the child			
Password			
Address			
Postcode			
Tel number		Mobile	
Responsibilities (Tick all that apply)		Collect child from nursery <input type="checkbox"/>	Contact in emergency <input type="checkbox"/>

Medical details

Does your child have any allergies?	Yes / No (please circle)	
If yes, please give details of the cause and reaction		
Does your child have any special dietary requirements?	Yes / No (please circle)	
If yes, please give details		
Has your child had any of the following immunisations? Please tick and date	Immunisation	Date of immunisation
	BCG	
	Diphtheria	

	HIB	
	MMR	
	Meningitis C	
	Poliomyelitis	
	Tetanus	
	Whooping cough	
Any other immunisations		
Name of GP		
Name of surgery		
Address		
Postcode		
Telephone number		
Health visitor details		
Name		
Address		
Postcode		
Telephone number		
Other agency details		
Name		
Address		
Postcode		
Telephone number		
Any other details that we should know about?		

Early Years Education Funding

Child's Name:

Early Years Entitlement (EYE)

EYE is additional universal funding provided by the government for early years settings in order to improve the education they provide for 3-4 year olds. An early years provider is any organisation offering education for children aged under 5, including nurseries.

Parents do not need to apply for funding as Early Years Entitlement is awarded to **all** children from the funding dates following their third birthday: 1st January, 1st April and 1st September.

Extended Funding

You may be eligible for extended funding if you meet certain criteria, extending funding to 24 hours a week (all year round) or 30 hours a week (term time only). To check your eligibility visit childcarechoices.gov.uk and **you will be given an 11 digit code, which you must forward to us, along with your National Insurance number and your DoB**. The deadline to apply for extended funding is 31st December, 31st March and 31st August (the closest date that follows your child's third birthday).

If Extended Funding is already in place from a previous setting *(only complete if applicable)*

By entering the following information you are giving the setting permission to contact BANES on your behalf. In regard to our Data Protection Policy, this information will only be used for this purpose.

Parent who has applied for Extended Funding:

Date of birth:

11 Digit Number:

NI Number:

Early Years Pupil Premium (EYPP)

EYPP is additional funding for early years settings to improve the education they provide for disadvantaged 3-4 year olds. Some eligible two year olds can also receive funding. For further information and to check eligibility, visit childcarechoices.gov.uk. EYPP funding is available to a child if their family receives at least one of the following:

Income Support

Income-based Jobseeker's Allowance

Income-related Employment and Support Allowance

Support under part VI of the Immigration and Asylum Act 1999

The guaranteed element of State Pension Credit

Child Tax Credit (certain eligibility applies)

Universal Credit

The child is currently being looked after by a local authority in England or Wales

The child has left care in England or Wales through: an adoption, a special guardianship order or a child arrangement order.

Please complete the following information regarding the early years entitlement (**EYPP**).

We will use this information to contact the local authority to see if there is additional funding for your child.

Your National Insurance number:

Your Date of birth:

I give permission for B&NES to check my eligibility for EYPP:

Date:

Signed (parent guardian):

Previous Nursery (if applicable):

Parent Contract and Terms and Conditions

PART A

This contract is between:

Little Bambino’s Nursery is a Scala studios Lmt, Insurance number: 07711528 sole trader: Lindi Ford. The principal address of which is 146 Newbridge Road BA13LE.

Parent name:

Parent address:

The Terms and Conditions in Part B apply to this contract. Please read them carefully.

Child or Children					
Hours of attendance (tick as appropriate)	Mon	Tues	Wed	Thurs	Fri
	am	am	am	am	am
	pm	pm	pm	pm	pm
Current fees	To be filled out by staff £ per calendar month, payable by the [1st] day of the month to which they relate				
Charges for late collection of the Child	Late pick up fees -you will be charged £10 if you pick up your child late. If you are more than 5 minutes late you will then be charged £1 per additional minute.				
Notice required to terminate this contract	One month (whether it is you or us who wishes the Child to stop attending, one month's written notice is required to be given)				
Do you consent to our calling an ambulance in the event of an emergency?	Yes/No				

Signed for and on behalf of **Little Bambino’s Nursery**

Position in nursery:

Signed - (parent/carer to sign)

Parent 1 /carer: Parent 2 /carer:.....

Date:

Agreement for payment of fees

Child's name.....

Parent’s name.....

Person responsible for payment of fees

Name.....

Address.....

.....

.....Postcode.....

Telephone:

Day.....

Evening

Mobile

I hereby agree to pay the fees for the above child on the date they fall due

Signed..... Date.....

Preferred payment method (*circle*):

Direct Debit

Cash

Credit Card

Childcare vouchers/ Tax Free
Childcare

Other - specify

PART B – TERMS AND CONDITIONS

1. Definitions

1.1 The definitions below apply in these terms and conditions.

“Child” the child or children who are named in Part A;

“You” the person, firm or company who purchases Services from us;

“Services” the services of a daycare nursery during the days or half days indicated in Part A (*excluding bank and public holidays) (*delete as appropriate), together with any other services which we provide, or agree to provide, to you;

“Us” the nursery named in Part A.

1.2 A reference to **writing** or **written** includes faxes but not email.

1.3 Any requirement in this contract for either party not to do something includes an obligation on that party not to allow that thing to be done.

2. Formation of the contract

2.1 A contract for the Services will be formed between you and us once you have given us a signed, fully completed, registration form [and a £80 non-refundable registration booking fee, and we have confirmed to you [in writing] that your application for a place has been successful.

2.2 These terms and conditions govern the contract between you and us for the Services. No other terms apply unless they are in:

2.2.1 A handbook issued to you by us,

2.2.2 A policy issued to you by us,

2.2.3 A letter that is signed by both you and us.

2.3 In the case of any uncertainty as to which terms apply, these terms and conditions will apply.

3. Duration of the contract

3.1 The contract shall last until it is terminated by either you or us giving to the other, in writing, at least one [full calendar] months’ notice. However, the contract can, in some circumstances be terminated immediately under clause 18.

3.2 You are liable for the fee during the notice period. If you fail to give proper notice, you may lose your deposit and/or registration fee.

4. Suspension of the Services

The Services may be suspended (meaning the Child is temporarily not able to attend the nursery) in the circumstances set out in our Critical Incident Policy or in the circumstances set out in clause 19.

5. **Our Obligations**

5.1 We will use all reasonable efforts to provide the Services to you, in accordance in all material respects with these terms and conditions and any other documents referred to in 2.2 above.

5.2 We welcome staff and children from many different backgrounds and ethnic groups. Human rights and freedoms are respected and we will do all that is reasonable to ensure that our culture, policies and procedures are made accessible to children who have disabilities and to comply with their social and moral obligations under the Special Educational Needs and Disability Act 2001 or Equality Act 2010 in order to accommodate the needs of children, applicants and members of staff who have disabilities for which, after reasonable adjustments, we can cater adequately

5.3 If we determine, in our sole discretion (after appropriate and reasonable analysis) that reasonable adjustments cannot be made for a Child and as such we cannot continue to adequately provide for that Child (or admit them as the case may be) then we shall be permitted to request that you withdraw the Child without being charged fees in lieu of notice.

6. **Your obligations**

6.1 You shall:

6.1.1 Co-operate with us;

6.1.2 Provide to us such information as we may reasonably require about

6.1.2.1 The Child (e.g.

6.1.2.1.1 Any known medical condition, health problem, allergy, or diagnosed dietary requirement;

6.1.2.1.2 Any prescribed medication;

6.1.2.1.3 Any lack of any vaccination which the Child would ordinarily have by their age;

6.1.2.1.4 Any family circumstances or court orders affecting the Child;

6.1.2.1.5 Any concerns about the Child's safety; and

6.1.2.2 Your contact details, and those of your authorised persons who may collect the Child.

6.2 You must (a) ensure that these details are accurate and (b) keep these details up-to-date, by promptly informing us in writing whenever they change.

6.2.1 As regards arrivals and departure of a child, please refer to the nursery's Arrivals and Departures Policy. Please ask for a copy of it if necessary.

6.3 If our performance of our obligations under the contract is prevented or delayed by anything you do (or fail to do), we shall not be liable.

6.4 You shall not employ (or attempt to employ) any member of our staff without our consent, until six months from the end of this contract.

7.

Charges and payment

7.1 You shall pay the charges as set out in Part A or in accordance with clause.

7.2 Where the Child is unable to attend but our service remains available full charges will be due.

7.3 We will not charge for bank holidays and/or staff training days.

7.4 VAT is not charged on nursery fees (nursery provision is an exempt supply for VAT purposes). Please refer to the welcome pack for sessions and fees.

7.5 Extra hours (or parts of an hour) will be charged for (at the ruling rate) and must be booked and paid for at least 24 hours in advance.

Please refer to the welcome pack for sessions and fees.

7.5 The charges must be paid monthly in advance, by the end of the month.

- 7.6 All payments must normally be made by direct debit or childcare vouchers. We may agree to payment by cash, or major credit/debit card, but it is your responsibility to obtain a receipt from the nursery manager as proof of payment. No payment shall be deemed to have been made until it is cleared into our bank account. If a or payment fails, we may charge a reasonable administration fee currently £10.
- 7.7 We may increase our charges once per year. We will give you written notice of any such increase at least one month before the proposed date of increase.
- 7.8 Without restricting any other legal right that we may have, if you fail to pay us on time, we may:
- 7.8.1 Suspend all Services until payment has been made in full, which will include the suspension of the Child, or even terminate the contract permanently.
- 7.9 If you owe us any money, and make a claim against us, we may offset what you owe us against what you are claiming from us.

8. Reducing sessions

You are required to give us one month's written notice of a reduction in the number of sessions you require.

9. Free nursery education

- 9.1 If you wish to take up your free nursery education, you are required to complete and sign a Parental Declaration on a termly basis, detailing how and when you will take up the free sessions.
- 9.2 Our charges will not be made in respect of the free sessions as detailed in the Parental Declaration, but we are entitled to make a reasonable charge for meals or additional activities provided during any free session. The daily rate is charged at the rate of £6 per day or £3 half day for 2-5 year olds. There will be no additional charges for 3 months -2 years.

10. Welfare of the Child

- 10.1 We will do all that is reasonable to safeguard and promote the Child's welfare and to provide care to at least the standard required by law and often to a much higher standard.
- 10.2 We will respect the Child's human rights and freedoms which must however, be balanced with the lawful needs and rules of our nursery and rights and freedoms of others.
- 10.3 Your consent to such physical contact as may be lawful accord with good practice, and be appropriate and proper for teaching and instruction and for providing comfort to a Child in distress, or to maintain safety and good order, or in connection with the Child's health and welfare.
- 10.4 Parents of Children who are not potty trained can bring their own nappies but Nappies are provided by the nursery.
- 10.5 Parents should provide sealed formula milk for bottle feeding babies. Bringing in and storing made-up formula milk may increase the chance of a baby becoming ill and should be avoided.
- 10.6 Labelled mother's breast milk will be stored in the fridge and an area will be made available for mothers to breast feed their babies or express milk should they need to do so.
- 10.7 As regards behaviour management techniques and sanctions, please refer to the nursery's Promoting Positive Behaviour Policy. Please ask for a copy of it if necessary.
- 10.8 The nursery uses emergency procedures for accidents, evacuations, incidents and allergic reactions, please refer to the individual policies and procedures and ask for a copy where required.

11. Health and medical matters

- 11.1 If the Child becomes ill during the nursery session the nursery manager will contact you or the emergency contact indicated on the registration form. You must inform us immediately of any changes to these contact details. If your child requires urgent medical attention while under our care, we will if practicable attempt to contact you and obtain your prior consent. However, should we be unable to contact you we shall be authorised to make the decision on your behalf should consent be required for urgent treatment recommended by a doctor (including anaesthetic or operation, or blood transfusion) unless you have previously notified us you object to blood transfusions).

- 11.2 If the Child is suffering from a communicable illness, he/she should not be brought to the nursery until such time as the infection has cleared. A full copy of our infection control policy is available from the nursery manager. Please refer to the illness/communicable disease list supplied in your information on minimum periods of exclusion from the nursery.
- 11.3 You must notify the nursery manager if the Child is absent from the nursery through sickness.
- 11.4 If the Child has been sent home from the nursery because of ill health, he/she will not be re-admitted for at least 24 hours. If the Child is prescribed antibiotics, he/she will not be allowed to return to the nursery for 48 hours. If the illness is a communicable illness then clause 11.2 shall also apply and the Child will be unable to attend the nursery until such time as the infection has cleared.
- 11.5 As regards medication, and the administration of it to a Child, please refer to the nursery's Medication Policy. Please ask for a copy of it if necessary.
- 11.6 Please also see clause 6.1.2 on matters we need to be informed about.

12. Food/dietary requirements

We will work with you to provide suitable food for your Child, if they have a special dietary requirement or any allergies as diagnosed by a doctor or dietician. All reasonable care will be taken to ensure that a Child does not come into contact with certain foods with support from parents and external professionals should the need arise.

12.1 Reporting of neglect or abuse

We have an obligation to report to the relevant authorities any suspicions we have that your Child has suffered neglect or abuse, and where necessary we may do so without your consent and/or without informing you.

13. Limitation of liability

- 13.1 This clause sets out our (and our employees', agents', consultants' and subcontractors') liability to you in respect of the contract (including any breach of it, any statement we make to you about it, our termination of it).
- 13.2 All terms implied by law are, to the fullest extent permitted by law, excluded or deleted from the contract.
- 13.3 Nothing in these terms and conditions in any way limits our liability for fraud, or for death or personal injury resulting from negligence.
- 13.4 We shall not be liable for:
 - 13.4.1.1 Any loss or damage to any toys, equipment or bags, clothing etc. you may bring into our nursery;
 - 13.4.1.2 Loss of any profits, or consequential loss; or any other indirect loss; and
- 13.5 Subject always to clause 14.3, our total liability (in contract, tort including negligence or breach of statutory duty, or otherwise) shall be limited to cumulative price paid by you for the Services over the course of the contract.

14. Data protection

- 14.1 You agree that details of your name, address and payment record may be submitted to a credit reference agency, and personal data will be processed by and on behalf of us in connection with the Services.
- 14.2 We may take photographs and/or videos of your Child for promotional or training purposes only. If you do not wish for your Child to be included in such photographs or videos, please inform us by completing the 'permission form' given to you on enrolment, or by writing to the nursery manager.
- 14.3 Any personal data related to You or your Child will be dealt with in accordance with our privacy notice. Please ask the manager if you would like to see this.

15. Security

Parents are welcome to visit the nursery, but we will not admit anyone without prior notification. It is your responsibility to ensure that we are aware of who will be collecting your Child. No Child will be allowed to leave the building with any person who has not been notified as an authorised person to collect the Child on your behalf.

16. Complaints and concerns

Please address any complaint or concern to the supervisor in charge, in the first instance, and if the matter is not resolved within a reasonable period, please refer it to the nursery manager. Please also refer to our complaints and compliments policy which shall apply to any complaints received by us.

17. Termination for breach of contract, or bankruptcy/insolvency

17.1 Without restricting any other legal rights which the parties may have, either party may terminate the contract without liability to the other immediately on giving written notice to the other if:

17.1.1 The other party fails to pay any amount due under the contract on the due date for payment and remains in default for [10] days or more; or

17.1.2 The other party commits a material breach of any of the terms of the contract and (if such a breach is capable of being remedied) fails to remedy that breach within 30 days of that party being notified in writing of the breach; or

17.1.3 The other party suspends, or threatens to suspend, payment of its debts or is unable to pay its debts as they fall due or admits inability to pay its debts or is deemed either unable to pay its debts or as having no reasonable prospect of so doing, in either case, within the meaning of section 268 of the Insolvency Act 1986.

17.2 On termination of the contract for any reason:

17.2.1 You shall immediately pay all of our outstanding unpaid invoices and interest and, in respect of Services supplied but for which no invoice has been submitted, we may submit an invoice, which shall be payable immediately on receipt; and

17.2.2 Any clause in these terms and conditions which implicitly is intended to survive termination shall continue in force.

18. Events that are beyond our control

18.1 If any event beyond our reasonable control (e.g. a fire, flood, epidemic or pandemic outbreak, strike, civil action, act of terrorism, war etc.) occurs, for which we have business interruption insurance, we may close the nursery without liability to you and we will not charge you for the fees for the time the nursery is closed. We will keep you informed, in such an event.

18.2 If the nursery is forced to close for reasons beyond the nursery's control or if it is, in our reasonable opinion, necessary or in the interests of the Child to do so, we may close the nursery even though our business interruption insurance will not cover us for the closure. In these circumstances, we will charge a retainer of [X%] of your regular monthly fee to enable the nursery to hold your child's place and cover unavoidable ongoing overheads during this time. For example, we may close because of severe weather conditions, outbreak of flu, swine flu, COVID-19, any epidemic or pandemic or other illnesses etc. [Also, if the owner of the premises closes the premises and denies us access.]

19. Invalid clauses

If any part of the contract is found by any court or similar authority to be invalid, illegal or unenforceable, that part shall be struck out, but the rest of the contract shall apply.

20. Changes to these terms and conditions

20.1 We may change these terms and conditions where such a change arises from changes in regulations or legislation affecting us.

20.2 We may change any other terms only with express written agreement from You.

20.3 [We will review the contract annually and any changes will be agreed in writing and signed by each party]

21. No other terms

Each party acknowledges that, in entering into the contract, it has not relied on anything said or written that is not written in the contract. This applies unless fraud is established.

22. Assignment

The contract is personal to you. You shall not, without our written consent, transfer to anyone else any of your rights or obligations under the contract.

23. Rights of third parties

A person who is not a party to the contract shall not have any rights under or connection with it.

24. Governing law and jurisdiction

The contract, and any dispute or claim arising out of it or in connection with it or its subject matter or formation (including non-contractual disputes or claims), shall be governed by the law of England. The courts of England shall have exclusive jurisdiction to settle any such dispute or claim.

Our next few holiday club dates going forward are as follows - we will let you know when you can book these and confirm the rest nearer the time.

Please note that holiday club is run 9am-3pm and is charged at our hourly rate and we ask for you to bring a packed lunch for your child.

October 2025

Tuesday 28th
Wednesday 29th
Thursday 30th

February 2026

Tuesday 17th
Wednesday 18th
Thursday 19th

April 2026

Tuesday 7th
Wednesday 8th
Thursday 9th
Tuesday 14th
Wednesday 15th
Thursday 16th

May 2026

Tuesday 26th
Wednesday 27th
Thursday 28th

Summer July/August 2026

Thursday 23rd July

Tuesday 28th July
Wednesday 29th July
Thursday 30th July

Tuesday 4th August
Wednesday 5th August
Thursday 6th August

Tuesday 11th August
Wednesday 12th August

Inset days

Friday 24th October 2025
Monday 19th January 2026
Thursday 2nd April 2026
Monday 8th June 2026

SCHOOL TERM & HOLIDAY DATES 2025-2026

September 2025						
Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2025						
Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2025						
Mo	Tu	We	Th	Fr	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2025						
Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2026						
Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2026						
Mo	Tu	We	Th	Fr	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2026						
Mo	Tu	We	Th	Fr	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2026						
Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2026						
Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2026						
Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2026						
Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2026						
Mo	Tu	We	Th	Fr	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Bank Holiday School Holiday Term Time

Bank & Public Holidays 2025/26

Christmas Day – 25 December 2025
 Boxing Day – 26 December 2025
 New Year's Day – 01 January 2026
 Good Friday – 03 April 2026
 Easter Monday – 06 April 2026
 May Day – 4th May 2026
 Spring Bank Holiday – 25 May 2026
 Summer Bank Holiday – 31 August 2026

Terms

Term 1 2 September – 24 October 2025
 Term 2 3 November – 19 December 2025
 Term 3 5 January – 13 February 2026
 Term 4 23 February – 2 April 2026
 Term 5 20 April – 22 May 2026
 Term 6 1 June – 22 July 2026

Dates

Number of Days

39
 35
 30
 29
 24
 38

An additional 5 days are available for professional training (inset days). These additional closures are set by the Headteacher and Governors of individual schools.

Academy Trusts, Voluntary Aided and Foundation schools can set their own term dates which may be different to those published by Bath & North East Somerset. Please check with individual schools for their dates.

