



Bluebell Barn Children's Nursery
Dittons Road, Stone Cross
Pevensey, East Sussex
BN24 5ES
01323 487081

Bluebell Hill Children's Nursery
The Circus, Seaville Drive
Eastbourne, East Sussex
BN23 6LJ
01323 724017

Bluebell Wood Children's Nursery
Goward Hall, Cade Street
Heathfield
TN21 9BU
01435 868949

EYEE Terms and Conditions OPTIONS 3A & 4

1. REGISTRATION AND BOOKING A PLACE

The parent will be required to fill out a registration form stating which days they would like their child to attend. One month prior to the start of a new term the nursery will confirm if the place is available for the sessions requested or contact the parent/guardian with an offer of alternative sessions. Once agreement has been reached, written confirmation will be provided by the nursery. Places are allocated on a **termly basis** and are issued on a first come first served basis. Each term parents will need to request their preferred sessions for the forthcoming term.

Submission of a registration form and EYEE parental declaration form deems the parent/guardian to agree to be bound by these terms and conditions once a place has been booked.

It is very important that all children are collected by the stated end time of their session or day, as any delays will require staff to work overtime. The nursery reserves the right to levy a charge for late pick up

2. CANCELLATION OF PLACE

If after a place has been booked it is no longer required, or needs to be postponed, then the parent/guardian must provide one months notice in writing. In the event of failure to provide one month's notice, the nursery will inform the local authority and this may affect your future funding.

3. ASSESSMENT

During your child's time at the nursery a record of your child's learning and development will be carried out. Using EYLOG practitioners will carry out observations; take photos of your child participating in a variety of activities and a record of your child's progress and development during their time at the nursery. Once your child leaves the setting you will have the option to purchase these records in a variety of formats at the set EYLOG price.



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4. EYEE FUNDING – FREE ENTITLEMENT

3A) FREE CHILDCARE HOURS FOR ELIGIBLE TWO YEAR OLDS ELIGIBLE TWO YEAR OLDS ONLY UP TO 15 HOURS PER WEEK, TERM TIME ONLY (i.e. 38 weeks per year in total)

Eligible 2 year old children can claim up to 15 hours of free childcare per week for up to 38 weeks a year, **term-time only**. It starts at the beginning of the term after their 2nd birthday and finishes at the end of the term in which they reach 3 years of age.

Once 2 year old funding finishes, parents must make a new application for any 3 year old funding which they believe might be applicable.

Funded hours for 2 year olds at Bluebell Nurseries are 8.30 – 11.30am and 1.00pm- 4.00pm from Monday to Friday. Places offered are limited and **allocated termly** on a first come first served basis. These hours are during **term time only**.

The maximum entitlement is 5 sessions of 3 hours each week, totalling 15 hours per week for a maximum of 38 weeks per year, subject to availability.

Additional hours for 2 year olds only –

If you require additional hours for the hours which are NOT funded by the EYEE scheme, subject to availability you may be able to request these at an additional charge. Please see fee OPTION 3B and alternative terms and conditions.

FREE CHILDCARE HOURS FOR ALL THREE & FOUR YEAR OLDS (15 HOURS) ALL 3 & 4 YEAR OLDS. UP TO 15 HOURS PER WEEK, TERM TIME ONLY (i.e. 38 weeks per year in total)

All 3 & 4 year old children can claim up to 15 hours of free childcare per week for up to 38 weeks, **term time only**. It starts at the beginning of term following their 3rd birthday and finishes when they leave for school.

Funded hours for 3-4 year olds at Bluebell Nurseries are 8.30 – 11.30am and 1.00pm- 4.00pm from Monday to Friday. Places offered are limited and **allocated termly** on a first come first served basis. These hours are during **term time only**.



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If a parent wishes to access full day care (either sessional or full time) all year round, while claiming their EYEE funding entitlement, then we offer an alternative Full Daycare Option. Please see the separate Full Daycare Funded information sheet.

**FREE CHILDCARE HOURS FOR ELIGIBLE THREE YEAR OLDS (30 HOURS)
3 & 4 YEAR OLD CHILDREN OF ELIGIBLE WORKING PARENTS
UP TO 30 HOURS PER WEEK, TERM TIME ONLY (ie. 38 weeks per year in total)**

3 & 4 year old children of eligible working parents can claim up to 15 hours of free childcare per week for up to 38 weeks, **term time only**. It starts at the beginning of term following their 3rd birthday and finishes when they leave for school.

Funded hours for eligible 3-4 year olds at Bluebell Nurseries are 8.30 – 11.30am and 1.00pm- 4.00pm from Monday to Friday. Places offered are limited and **allocated termly** on a first come first served basis. These hours are during **term time only**.

If a parent wishes to access full day care (either sessional or full time) all year round , while claiming their EYEE funding entitlement, then we offer an alternative Full Daycare Funded Option. Please see the separate Full Daycare Funded information sheet.

5. PRIVATE CHILDCARE ARRANGEMENTS

Any parents who make private arrangements with any of the nursery employees for babysitting duties must understand and accept the nursery cannot accept responsibility for any incidents before the child has been signed in or after the child has been signed out, whether on or off the premises.

This also applies to all babysitting arrangements made outside nursery hours. i.e. evenings or weekends.

6. SICKNESS

The nursery reserves the right to refuse admission to any child, who in the opinion of the nursery manager is too unwell to attend.

If a child is taken ill whilst at the nursery every effort will be made to contact the parent/guardian on the emergency contact numbers provided.



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Notification of any changes to these numbers should therefore be made to the nursery manager in writing immediately.

The nursery reserves the right to seek medical attention for a child in an emergency.

Any child suffering from, or suspected to be suffering from a communicable illness, should be kept at home until the nursery manager is satisfied that the child is fit to return to nursery in line with the illness and exclusion policy.

Any child attending the nursery should be well enough to play outside and take part in group activities. If not, he or she should be kept at home.

7. PERSONAL SAFETY AND SECURITY

The nursery cannot accept responsibility for accidents and/or injury to any child before the child has been signed in or after the child has been signed out, whether on or off the premises.

In the interests of safety and security parents/guardians must not allow unauthorised people to enter the nursery (including other parents/guardians), must close and lock gates/doors behind them and only allow authorised people to drop off and collect their children.

8. PERSONAL PROPERTY AND VALUABLES

The Company cannot accept responsibility for the damage or loss to any personal property (e.g. clothes or toys) brought into the nursery. It is therefore advised that valuable items are not brought into nursery. All clothing should be marked with the name of the child.

9. CHILD DETAILS

The information supplied in the registration and admission forms must be accurate and the Nursery is entitled to rely on this information. The parent/guardian is responsible for notifying the Nursery immediately of any changes to this information.

10. POLICIES AND PROCEDURES

A copy of the nursery's relevant policies and procedures is available for parents/guardians to read at the nursery. This also contains details of the complaints/disputes procedure.



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11. ACCEPTANCE

The above terms and conditions are considered to be fair and reasonable. In the event of any term found by a Court of Law to be unreasonable then the clause shall be removed but the agreement shall remain in full force and effect.

I accept the above terms and conditions of Bluebell Children's Nurseries.

Parent Name..... Parent Signature.....

Date.....

Parent Name..... Parent Signature.....

Date.....