



Les Tous Grands Childcare
High Street Primary School
St Pauls Avenue
Barry

CF62 8HT

PAYMENT POLICY

Spaces booked are non-refundable. Payment for the following week must be made IN ADVANCE by 11:00 am on Friday of the current week.

If parents use an automated monthly voucher scheme to pay for childcare we will calculate any remaining fees to be paid and divide this amount into weekly payments.

We will send an update of fees to be paid via text message at the beginning of each week.

We reserve the right to suspend our services in the event of unpaid fees. Please be aware that we cannot guarantee your child a space if payment for said space is not complete. Service will resume as normal when fees have been paid, providing the space has not been filled.

Retainers, **at a charge of 25% the normal weekly charge**, will be required for each school holiday week. Payments for children who attend the holiday scheme will be adjusted accordingly to reflect the Holiday Scheme prices.

Parents must give four week's paid notice should they wish to terminate their child's space at Les Tous Grands Childcare Scheme. If care is terminated with immediate effect, parents must pay a termination fee of 4 x (weekly fee).

LATE FEES

If parents fail to collect their children by the official end time of the session we will implement a late collection charge as follows:

£5.00 initial late charge, plus £5.00 for each additional 15 minutes of non-collection

Please see our Non-Collection of Child Policy for details of procedures in the event of non-collection.





This policy will be reviewed annually.

Date last reviewed: 27.07.20

