



Willow Tree Pre-School
The Green
Deanshanger
Milton Keynes
MK19 6HJ

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Pre-School leader: Louise King
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www.willowtreepreschool.co.uk
Registered Charity No (1130575)

Fees/charges Policy

You will be required to adhere to the following terms if you elect for your child/children to attend Willow Tree Pre-School if:

1. Your child/children have turned 2 or above but are not yet eligible for government funding or
2. You require further hours in addition to the free government funding that your child is entitled to.

Hours for 2-year-old - £7.40

Hours for 3/4-year-old - £5.00

Sessions	Times	2-year-old	3-year-old
Morning	08:30am – 11:30 am	£22.20	£15.00
Morning/Lunch	08:30am – 12:15pm	£27.75	£18.75
All Day	08:30am – 2:30pm	£44.40	£30.00
All Day Extended	08:30am – 3:15pm	£49.95	£33.75
Lunch/Afternoon	11:30am – 2:30pm	£22.20	£15.00
Lunch Afternoon Extended	11:30am – 3:15pm	£27.75	£18.75
Afternoon Session	12:15pm – 3:15pm	£22.20	£15.00

There are no supplementary costs. Pre-School provides snacks, wipes, and other consumables. However, nappies will need to be supplied by parents/carers. Voluntary donations are also welcomed.

We will invoice you at the beginning of every half term (approx. 6 weeks) and expect full payment by the end of the third week of the term. Payment would still be expected even if your child is unable to attend a session due to absence or sickness.

Deferment of payment beyond the end of the fourth week of term will mean the loss of any non-government funded hours. It will be assumed the hours are no longer required and will become available for other children.

There is no deposit required to book your child's place and no registration fee, but we ask you please inform the preschool should your place no longer be required to allow the place to be given to another child. A 4 week notice period needs to be given to notify us of any change to your child's funded place during the funding block as detailed in the admissions policy. Failure to do so could result in funding being unavailable for the new Early Education and Childcare Provider.

Signed on behalf of the provider	Willow Tre Pre-School
Name and date of signatory	<hr/> Louise king 20/01/25
Role of signatory (e.g. chair, Manager)	<hr/> Manager
Date to be reviewed: Jan 2026	<hr/>

Date reviewed:
Signed:

Date reviewed:
Signed:

Date reviewed:
Signed:

I hereby confirm that I have read and understood the above policy and that I agree to adhere to the terms of the policy.

Name of Parent

Signed

Date