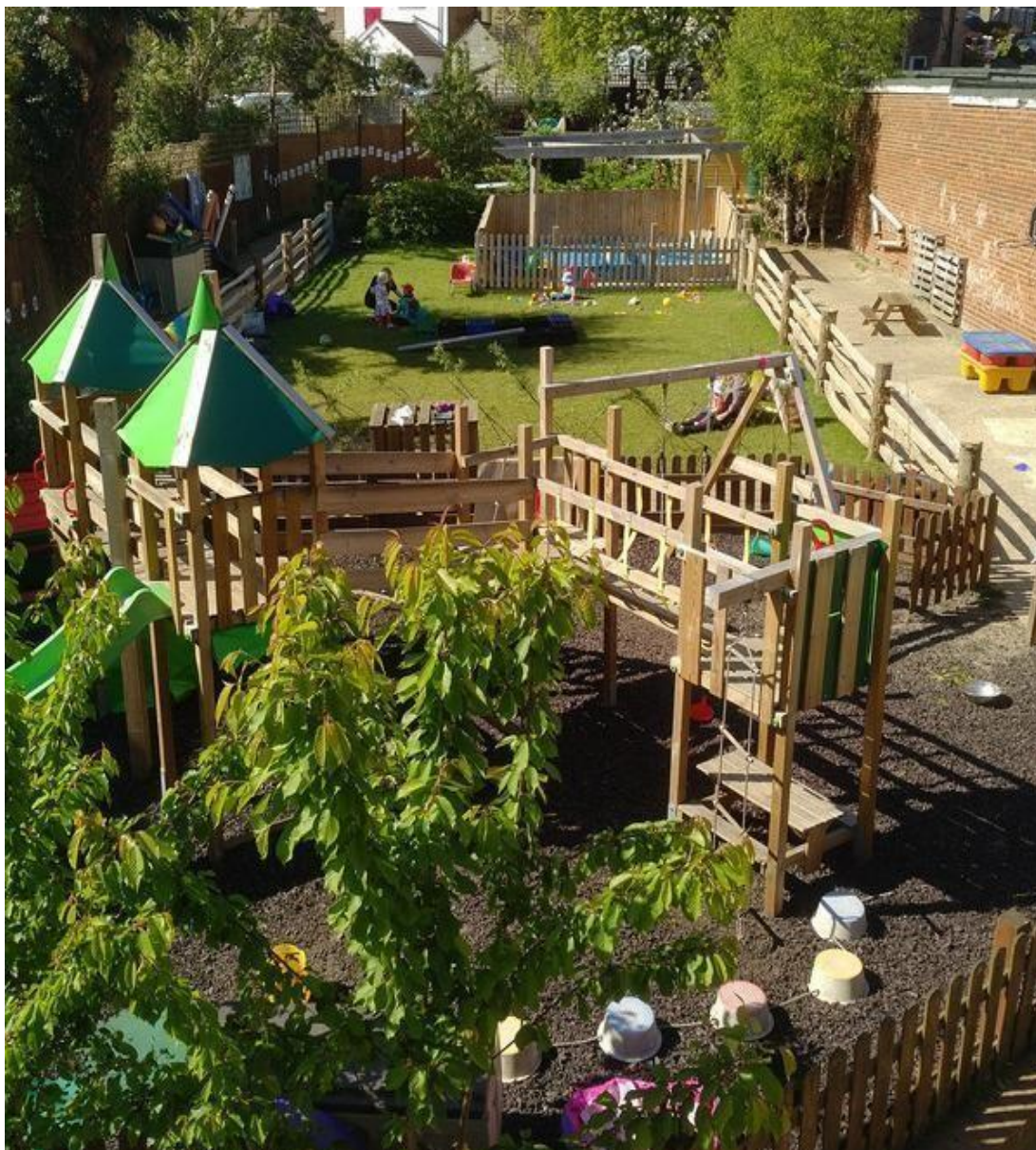




Amberley Nursery & Forest School

9 Buckhurst Road, Bexhill-On-Sea, East Sussex, TN40 1QF
01424 212472 www.amberleynursery.co.uk

Prospectus: 2025 / 2026



Providing your child with a safe and stimulating environment for their early stages of learning and development since 2001



Company number 04717807 - Ofsted registration number 156381
Registered office: Ashdown Hurrey, 20 Havelock Road, Hastings, TN34 1BP
Email manager@amberleynursery.co.uk or mark@amberleynursery.co.uk



Are you looking for quality Early Years care and Education in the heart of Bexhill? If so, we would like to warmly welcome you to Amberley Nursery & Forest School! Clare and Mark have offered care and education for children aged 7 weeks to 5 years since 2001. Our open hours are Monday to Friday, 52 weeks a year, except public holidays. Our opening hours are from 8.00am until 6.00pm, offering a variety of flexible sessions.

We are registered with Ofsted, the Information Commissioner, Rother Environmental Health dept, and are also members of the National Day Nursery Association and the Federation of Small Business. Our memberships ensure that we are constantly in touch with new thinking in the field of childcare and education. In addition, a variety of training is ongoing and available to both staff and parents.

Here at Amberley our aim is:

- To put children first
- To work in partnership with families to enhance the development and education of children, in a safe and stimulating environment.
- To work in partnership with families to deliver the Early Years Foundation Stage and to ensure equality of opportunity for all.
- For every family to feel welcome and part of our setting.



We will offer your child:

- An individual curriculum, working towards the Early Learning Goals.
- Individual care and attention, made possible by a high ratio of adults to children
- Fun and friendship with children and other adults
- The support of a key person

The Early Years Foundation Stage EYFS

The EYFS framework explains how and what your child will be learning to support their development. Your child will be learning skills, acquiring new knowledge and demonstrating their understanding through 7 areas of learning and development.

Children often develop the 3 prime areas first. These are:

- Communication and language
- Physical development
- Personal, social and emotional development.

These prime areas are essential for your child's healthy development and future learning. As your child grows, the prime areas will help them to develop skills in 4 specific areas.

- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design

These 7 areas are used to plan your child's development through activities suited to their needs. It is designed to be flexible so that your child's keyworker can follow your child's current interests, as well as adult-led learning, we focus on things which happen 'in the moment' and children are encouraged to express what they would like to learn next.



How your child will be learning

Within the group, all the children are supported to develop their interests and learning at their own pace. Our key worker system enables us to ensure an individual curriculum, tailored to the needs of each child. Through developmentally appropriate play experiences and a high level of adult input, we offer experiences that enable children to progress through the EYFS, preparing them for the National curriculum, which begins at Year 1 in primary school.

Observations and record keeping

To maximise your child's development and progress, observations and individual learning journals will be kept for your child. Parents are actively encouraged to contribute to their child's journal, through completing family observations and WOW moments. You are welcome to view your child's records within our opening hours. Observations are highly important at Amberley; they form an understanding of your child's current stage of development, enabling us to plan your child's next steps for learning. We are registered with the Information Commission Office and General Data Protection Regulation compliant.

Special educational needs

We are passionate about providing equality of opportunity for all members of our group, and this includes children with special educational needs and disabilities. We will aim to make all reasonable adjustments to include children with SEND. This support will differ between children, depending upon their individual needs. For more information please see our Local Offer or come and have an informal chat with our Special Educational Needs Co-ordinator.

Starting Nursery and Pre-school

A child who is tense or unhappy will not be able to learn to their full potential. It is very important for the parents and the staff to work together to help the child feel confident and secure within their new environment. We offer settling-in sessions before your child is due to start nursery; you will be asked to accompany your child for their first session of around an hour. One of our wonderful practitioners will help you fill out an 'All about me form', to find out all your child's likes, dislikes, sleep patterns, favourite activities and diet etc, then form a plan for you to gradually begin to leave them over their next few visits. It can take longer for some children to settle than others, please speak to your key-worker if you feel anxious or worried. All children are individuals, and they will settle at their own pace. So are Parents, it's not just the children need settling!



Forest School

We became a Forest School in 2012 when Mark passed his level 3 training with the Sussex Wildlife Trust. Forest Schools have demonstrated success with children of all ages who visit the same local woodlands on a regular basis. Through play, the children have the opportunity to learn about the natural environment, light fires, cook on the fire, use real tools, go pond dipping and snake hunting, how to handle risks and most importantly to use their own initiative to solve problems and co-operate with others. Forest School is available to book on a termly basis, usually 6-8 weeks. Warning, your children may develop a love of mud, sticks and the great outdoors!

Policies

All our policies are designed to offer the best possible experience for children and families. The Nursery policies are reviewed on a regular basis and comments and suggestions from parents are always welcome. They are available on our website www.amberleynursery.co.uk and there is a copy in the hallway for parent's perusal. We recommend you read and accept them before registering your child at Amberley.



Food and Drink

We promote a healthy lifestyle at Amberley. Children who are staying for a morning or full day session can either have a Zebedees hot dinner or bring in a packed lunch. In accordance with the new Dfe policy, the packed lunches you provide must be nutritious and healthy, packed in an insulated bag with an ice pack. We have received an outstanding award from the children's food trust! Occasionally your key worker may request that fish or egg for example aren't included due to allergies, please ask if you are unsure. The nursery will provide a variety of nutritious snacks with water and milk at break times.

An allergy matrix is available for all snacks and meals we serve; please speak to a member of staff about any allergies, intolerances, or dietary preferences.

General Food Rules

- All food must be ready to eat—nursery staff will not cut, heat, or prepare food in any way.
- If food is not correctly cut or prepared, it will not be offered to the child for safety reasons.
- All uneaten food will be returned in the child's lunchbox so parents can see what was/wasn't eaten.
- Lunchboxes will not be washed at the nursery—parents are responsible for cleaning them at home.
- Excluded list - Any excluded food items listed below will not be offered to the child and will be sent home uneaten.
- All food must arrive inside the child's lunchbox containing an ice pack. Some food groups need to be kept below 5 C to remain safe for consumption.

Excluded Food Items List

These items should not be brought into the nursery and will be sent home uneaten if provided:

Unsafe or high risk foods	Unhealthy or Processed Foods
Whole grapes and all other fruit	Crisps
Whole sausages	Chocolate in any form
Whole cherry tomatoes	Sweets & sugary snacks
Nuts	Fizzy drinks & juice
Nut-based products	Flavoured milk
Seeds	Highly processed foods
Rice	
Beans or pulses that are unsafe to eat cold	

Ill child policy and Exclusions

Should your child have sickness or diarrhoea they must remain at home for at least 48 hours since their last bout. If before your session you have given your child Calpol or it's equivalent, please keep your child at home as their symptoms will be masked whilst still remaining contagious. If your child has been prescribed antibiotics, they are to remain at home for 48 hours after commencing the medicine, in case of reaction and to give them a chance to get better.

To minimise cross-infection children must stay at home if they have a contagious illness. We ask parents/carers to promptly inform the nursery as to the nature of the illness. This will allow us to alert other parents/carers, as necessary, and to make careful observations of any child who seems unwell.

We operate strict exclusion periods which account for the age and understanding of the child. The Public Health Agency and NHS guidance is for birth-16 yrs, therefore some of our exclusions are over and above the Public Health Agency.

When a child becomes unwell whilst in our care we will ensure that the child receives appropriate care and attention, make them comfortable and minimise the risk of cross-infection. We will contact the parent/carer using the information provided by the parent/carer on their registration form. If the parent/carer is not contactable, we will call the child's emergency contacts, as provided on their registration form. The uncollected children policy will be implemented if no authorised persons on the registration form are contactable. If it is deemed the child needs hospital care, an ambulance will be called and a member of the nursery team will accompany the child to hospital and remain with them until their parent/carer arrives.

Uniform

Our red and grey uniform is optional and can be ordered from www.myclothing.com for children.

What your child will need to bring to nursery:

- At least three full changes of named clothing, this includes underwear and socks.
- Warm named clothing for colder days, this includes hats, scarves, warm socks and gloves during the winter.
- Either a named raincoat and trousers, or a rain suit. Please note that splash proof clothing will very quickly become wet, however waterproofs will keep your child dry.
- Wellies.
- In summer your child will need a named sun hat, swim wear (as we will use the paddling pools on sunny days), Please apply a 12 hour protection sun cream before your session.
- Slippers, slipper socks or other indoor shoes.
- Each child who wears nappies needs to have their own supply of nappies and wipes, (please also provide wipes and multiple changes of clothes if your child regularly has toilet accidents).
- For children who have a packed lunch please put an icepack or frozen bottle of water inside their lunch box.

Unless you are full time please ensure that all items are taken home at the end of each session as we simply do not have the storage space to keep items here. This also ensures the pegs are empty ready for the children who attend the next session.

The staff team at Amberley

Within our staff team, 95% have achieved or are working towards a level three qualification in Childcare and Education. Clare holds an FdA in and a BA (Hons) in Childcare and Education, Mark our Forest School Leader holds his level 3 in both early years and Forest School (is that level 6?), with an outdoor emergency first aid qualification. Many of our staff hold level 6 qualifications. All our staff undertake safeguarding training, hold an enhanced Disclosure and Barring Service (DBS) check, we obtain 2 references, and they attend a minimum of four training courses per year. All of our staff hold a paediatric first aid qualification and food hygiene training, renewed every 3 years.



Our Funding models

At Amberley Nursery, we are committed to providing access to high-quality Early Years Education Entitlement, EYEE. The EYEE only provides basic, minimum standards for care & education, covering simply the place for your child. However here at Amberley, you can see we like to provide an exceptional and enabling environment for children to thrive.

Purchasing additional hours is not a requirement to access free hours at Amberley Nursery.

We offer 3 options for accessing the funding with the aims of remaining sustainable for the future whilst offering choice and a great quality of service for Parents.

We are trialling these models of accessing the extended funding, and will revisit in January 26, with possible changes from April. We reserve the right to reduce or limit funding hours or pull out of the funding completely. Without parental contributions the sustainability of the setting will be at risk.

Option one - The Blended Model

Amberley Nursery allows for funding to be used flexibly over the week for parents who purchase additional hours and services. This allows parents to access a place sooner than waiting on our funded-only place waiting list and still utilise their funding entitlement.

We will claim

3 ½ hours Free funding for a morning – paying 1 hour private rate and integrated care package

3 ¼ Free funding for an afternoon – paying 1 hour private rate and integrated care package

5 ¼ Free funding for a school day – paying 1.75 hours private rate and integrated care package

7 hours Free funding for a full day – paying 2 hours private rate and integrated care package

The integrated care package is £2.50 for 0-3s and £5 for 3+ each session to cover care & consumables/non consumables. This is because the EYEE funding does not cover any of these costs. For all full price sessions, the package is included within the session price.

The fully Integrated care package consists of:

Food package – Our food package includes all foods that follow the Governments Healthy Eating Guidelines, it also follows the strict Allergy Matrix Systems to ensure we keep everyone safe. Our package also includes snacks, cooking, role play activities, bibs, crockery, utensils and cleaning. Cost £1.50-£2.50 (depending on age group)

Laundry package – We use soft furnishings at our Nursery, as well as role play costumes, blankets for snuggling or making dens. We only use flannels for children's faces and all children needing to sleep or rest will be provided with cots/sleep mats and appropriate bedding. Cost £1.50-£2.00 (depending on age group)

Activities package – We provide a lot of enrichment within our setting from themed events such as Water week, Science week, around the world week (to name a few, please follow our calendar so you are aware of all the different events). We also offer numerous seasonal craft such as Christmas, Easter, Mothers/Father's Day, Bonfire, Multi-cultural events such as Diwali, Chinese New Year, Eid, Harvest Festival. We also offer our gardening and growing activities as we feel its important for children to learn where food comes from. We also arrange for outside enrichment such as Jaws and Claws, Fire, Police, Dentist etc. In house our SENCO will run Turn taking, Attention, Listening and Learning intervention groups. The children also have access to our outside Art stable to enable them to create whilst being stimulated by the outside environment. Amberley also encourages outings, we like to teach the children about our community and what buildings mean or represent. For these we provide buggy buses, Hi-vis

vests, first aid materials with qualified first aiders. We also organise parents' meetings, social events ie pantomime, whole nursery outings and parents' evenings. Cost £2.50-£3.00 (depending on age group)

Toilet training and Nappy disposal package – This package includes all the compliance in dealing with body waste and fluids, including sickness/blood. It includes all nappy sacks, gloves, aprons, masks and cleaning supplies suitable for removal and containment of hazardous waste. Cost £1.00 - £2.50 (depending on age group)

If you need any financial assistance, then please contact the nursery.

Option 2 – The Blended model with Parental Voluntary Contribution

With this model, we can claim the amount of hours you attend up to the stretched weekly limit, and you pay a Parental Voluntary Contribution (PVC) per funded hour. This, as the name implies is a voluntary contribution and you may switch to a different model if you wish. Please note that Universal Credit will not pay anything that is Voluntary, therefore this model may be suited more to families that use Tax Free Childcare.

Option 3 - Funded Only Spaces - Attendance Patterns

15 Hours Funded Only Places (Stretched All Year)

- 3.30pm – 5.30 up to 5 sessions per week
- No additional hours can be purchased
- You will have to supply your child's snacks and consumables in line with our menu, healthy eating policy and dietary matrix system
- Should you wish not to provide your child's snacks and consumables then you may have the option to pay £2.00 per snack and/or £1.50 for laundered bedding & flannels
- No partial opt-outs are permitted and there is no option to buy additional sessions.

30 Hours Funded-Only Places (All Year)

- 1:15 PM – 5.30 PM up to twice per week
- 3.30 PM – 5.30 PM up to 3 sessions per week
- No additional hours can be purchased
- You will have to supply your child's snacks and consumables in line with our menu, healthy eating policy and dietary matrix system
- Should you wish not to provide your child's snacks and consumables then you may have the option to pay £2.00 per snack and/or £1.50 for laundered bedding & flannels
- No partial opt-outs are permitted and there is no option to buy additional sessions.

Minimum Attendance

Most children need continuity of care and regular attendance to feel safe and secure. They can be unsettled without regular attendance. We therefore do not accept children attending less than 2 sessions

Initial 3-Month Commitment

- No session reductions are allowed within the first three months of attendance. After this, one month's notice is required.
- Session increases may be accommodated if space allows.
- Parents may switch to a funded-only place, subject to availability.

Nursery Fees from September 2025				
	0-3 Years Old	With Funding	3-5 Years Old	With Funding
Morning session (8:30am-1:00pm)	£45	£17.50	£45	£20
Afternoon session (1:15pm-5:30pm)	£42	£17.50	£42	£20
School Day session (8:30am-3:30pm)	N/A		£63.50	£35
Full Day session (8:30am-5:30pm)	£77	£35	£77	£40
Early Risers (8:00am-8:30am)	£7.50	£7.50	£7.50	£7.50
Tea Club (5:30pm-6:00pm)	£5	£5	£5	£5
Hot lunch and pudding	£3.50 Special dietary - £3.90			
Registration Fee	£50	£50	£50	£50
Late collection (per 10 minutes)	£12.50	£12.50	£12.50	£12.50
Forest School (includes waterproof hire)	N/A	N/A	£12	£12

We are a sessional Nursery, but our Hourly rate is £15 per hour

There is a 10% reduction of fees for any sibling attending. Children attending on a full-time basis, receive breakfast club and tea club free of charge.

Fees are due by the 5th of the month. Payments after the 6th will have a £25 late payment fee added, plus £10 per week until payment is received. Please talk to us if you are having difficulty with your fees

A one month written notice is required to withdraw from Amberley Nursery in which all finances will be due as normal. Your deposit is credited to your final bill.

You can apply for the funded hours [here](#). The funded hours are 15 or 30 hours per week, for 38 weeks per year, and the codes will need periodic re- checking by you. Reminders will be sent out by HMRC

Financial support and advice can be obtained from [Childcare Choices](#) Universal credit may contribute up to 80% of your fees, or with Tax Free Childcare for every 80p you pay in, the government tops it up to a shiny £1

Registration Fee

- Cost: £50
- Payable upon registering and joining our waiting list.
- This fee is non-refundable and applies only to families booking sessions beyond fully funded-only places.
- Funded Only Places are exempt from this fee.

Deposits

- 3 sessions booked per week £100
- 4+ sessions booked per week £200
- Deposits are payable 8 weeks before the start date.
- Deposit refunds must be requested within two weeks of leaving; otherwise, they will be allocated to a funding pot for disadvantaged children.

Fees must be paid monthly in advance. You will receive an invoice one week before the end of the month, with payment due by the 5th of the following month. Fees continue to be payable all year, even if your child is absent, or ill. Failure to pay by the 6th will incur late payment charge of £25 and late fees of £10 per week. There is no remission of fees for Bank holidays.

Each child will receive holiday entitlement of 2 weeks per year, taken as a full week, at 50% reduced fees. If you wish to book holiday, reduce or cancel your sessions at the nursery we require a minimum one month written notice (letter or email only please).

How to Pay

Please pay us via bank transfer or Tax Free Childcare account. With TFC for every £8 you pay in the government top up £2, check your eligibility at the childcare choices website. Our bank details are

Amberley Nursery Ltd, Account 0305 3997, 09-01-50. Please put your child's name as a reference.

We hope that your child's time at Nursery is a very happy and productive one. If you have any queries, please contact us.

Date as Postmark

Dear Parent or Guardian

Child Protection Regulations

This letter is for all parents using registered childcare in East Sussex. It is for information only.

As you may know, the valuable services offered by childcare providers for children under 8 years are subject to regulation by Ofsted. The purpose of regulation is to protect children, provide reassurance to parents and guardians and to ensure that the services meet specified standards. When a childcare provider meets the standards, they can register. Ofsted inspectors continue to carry out inspections following registration.

Your provider of childcare has given a commitment for the safety and protection of children, and they are expected to make their individual policies and procedures clear to you. This includes their policies and procedures for Child Protection and for dealing with concerns and complaints from parents.

A registered childcare provider has a legal duty to follow the Child Protection Procedures which have been drawn up by the East Sussex Safeguarding Children Partnership. A copy of these procedures can be found online at [Welcome to your Pan Sussex Child Protection and Safeguarding Procedures Manual | Sussex Child Protection and Safeguarding Procedures Manual](#). Under these procedures, childcare providers must report any suspicions they have that a child may have suffered, is suffering, or is at risk of suffering significant harm to the County Council's Children's Social Care department. It is then the responsibility of Children's Social Care staff to decide what action, if any, needs to be taken.

Such situations are always distressing but nevertheless the law is clear that the welfare of children is the paramount concern. The Sussex Procedures state that in the event of an inquiry, parents will be afforded the right to honesty, full information as appropriate and the opportunity to express their views and challenge actions.

If you require further guidance about any aspect of the responsibilities of registered providers, please contact the Early Years Team, Education Department on 01323 463026 and ask for the Early Years Support and Intervention Officer for your area.

Yours sincerely,



Donna Davis, LADO Safeguarding Unit

OFFICE USE ONLY

Birth certificate number:

Seen by:

On:

Check the details on the birth certificate match the registration form:

Parents names/ parental responsibility?	Child's name?	Child's DOB?
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Check there are a minimum of 2 emergency contacts, other than parents/carers:

Amberley Nursery- Registration Form**The child's details...**

Full name		
Date of birth	Age	Religion
Gender	Languages spoken at home	Ethnic Origin
Address		
Post Code		
People/pets who live at my house		
Medical details		
Known allergies		
Special dietary requirements		
Current medication/any other information		
Health visitor's name and contact number		
GP name, contact number and surgery name		
Contact details for any other services involved with the child/family		

Other People Authorised to Collect...

Please give us details of three people, over the age of 16 who you authorise to collect your child. **Do not enter parents' details here please.**

In an emergency, or if a child is not collected, we will always aim to contact parents or carers, however in the event we are unable to, we will also contact the people you've listed below. Should your child not attend a booked session, and we are unable to make contact with you, we will also contact these individuals. *Please ensure you have gained permission to pass on these details, It is a requirement of the EYFS that we obtain a minimum of 2 emergency contacts, other than parents/carers.*

Name	Relationship to child
Telephone Numbers	
Name	Relationship to child
Telephone Numbers	
Name	Relationship to child
Telephone Numbers	

Which sessions do you require and when would you like them to start? We require a minimum of 2 sessions. A session classes as half a day.

Does your child require a hot dinner?

Details of Parents/Carers...

Who has parental responsibility? Mother Father Both Other:	
When your child is eligible for funding, which parent will be claiming this?	
Mother/Father/Guardian Full Name	Mother/Father/Guardian Full Name
Date of birth	Date of birth
Address:	Address:
Postcode	Postcode
Mobile Number	Mobile Number
Work telephone number	Work telephone number
Place of work	Place of work
Home telephone number	Home telephone number
Email	Email
NI Number	NI Number
Does either parent/carer have any medical conditions which it would be beneficial for us to be aware of, for example in how we respond to children's absences or emergencies?	

Privacy Notice:

We are required to collect and store personal details of children and their families, we do this in line with General Data Protection Regulations and local and national early years regulations. We will normally ask for your permission before we share this information with anyone else, however there are some situations where we will share this without your knowledge or permission, such as to safeguard your child. We are required by our local authority to collect and exchange data on children's attendance and developmental outcomes. Where we have asked for your consent to store/use your information you have the right to ask for this information to be deleted/edited at any time. We may use third party software to store information about children and families.

Reserving a space:

I have enclosed:

- ☐ A copy of my child's birth certificate

I understand I will be emailed an invoice for the following, and understand that sessions cannot be saved until payment is received:

- ☐ Registration fee of £50
☐ Deposit of £100 (for three half sessions)
☐ Deposit of £200 (three or more half sessions)

Required permissions:

I authorise Amberley Nursery to carry out any emergency medical treatment necessary.

Signed:

Date:

I have read and understood the nursery prospectus, policies and procedures and agree to abide by the terms and conditions, including those on the storage and use of CCTV images. If I do not abide to the terms and conditions I understand my contract will be terminated.

Signed:

Date:

I understand that my child's photograph will be taken and will form part of their observations and learning journals (please refer to our data audit for full details of how we process information).

Signed:

Date:

I understand that my deposit will be non-refundable should I not accept a place.

Signed:

Date:

Optional Consents (please delete as appropriate):

Do you give permission for us to take your child on outings?

Yes / No

Do you give permission for your child to be part of group photographs to be used within children's observations and learning journals?

Yes / No

Do you give permission for your child's photo to be used on displays within the nursery premises?

Yes / No

Do you give permission for your child's photograph to be used on our social media and website?

Yes / No

Do you give permission for your child's photograph to be used in various media forms?

Yes / No

Other than safeguarding, which is compulsory - If my child attends another setting, or when they move to school, I give permission for Amberley to share information about them? Yes/No

Print name:

Signature:

Relationship to the child:

Date:

Paracetamol (optional consent)

We have an emergency supply of liquid paracetamol or Calpol at nursery to administer under the following circumstances:

- If a child's temperature reaches 39 °C The parent/carer will still need to collect their child or arrange for a family member to do so.
- If a child appears to be in pain due to teething. If the child remains in discomfort after one dose, the parent/carer will be called to collect them.

Where parents cannot be contacted (and you have given permission for paracetamol administration) then a member of the management team will take the decision as to whether your child is safe to have a dose of paracetamol based on the time your child has been in nursery, the circumstances surrounding the need for this medication and your child's medical history.

Consent for paracetamol is optional. If you would like us to administer paracetamol to your child in the circumstances described above, please complete the following form.

I give consent for a member of the Amberley team to administer paracetamol to my child if they have a temperature that reaches 39 °c or if my child is in pain due to teething. I understand staff will follow the instructions and dosage relating to my child's age on the paracetamol packaging. I understand that it will not be given for any other reason.

Please sign below if paracetamol has been used before with no adverse reaction and you are happy for us to use this medicine (If your child has not had paracetamol before, please do not complete this form)

Children are not to attend nursery if you have given them paracetamol before their session. You will be expected to collect your child if we have deemed it necessary to give your child paracetamol while at nursery for a high temperature, or the paracetamol does not relieve teething symptoms.

Parent/Carer name.....signedDate.....

Funding Contract Sept 2025-6

Option one - Blended care package

- I understand that choosing additional hours above the funding is not a condition of my child accessing their free hours
- I understand that the nursery may not be able to offer all my funding, the additional hours I choose to purchase on top is chargeable @£15ph and the additional integrated care package as the funding does not cover any of those costs.
- I understand that Amberley reserves the right to reduce the funding and/or not offer free hours.
- I understand that the DfE only give 2 consecutive weeks holiday per funding period which is January through to March, April through to August and September through to December. Any extra holiday time taken will need to be paid in full as the nursery will have to give back any funding received in those periods.
- I understand I can give notice and ask to be moved to a free only model. If the nursery is running at full capacity as per our Ofsted registration, then I will be placed on the waiting list.
- I understand that I can choose to split my hours across various providers, as long as it's not more than two in one day as this is a requirement from the DfE.

Option two - Blended care package with a Voluntary Parental Contribution

- I understand that choosing additional hours above the funding is not a condition of my child accessing their free hours
- I understand that if the nursery claims all/most of my child's free hours and does so without Voluntary Contributions that this would be financially unviable.
- I understand that Amberley reserves the right to reduce the funding and/or not offer free hours.
- I understand that the DfE only give 2 weeks holiday per funding period which is January through to March, April through to August and September through to December. Any extra holidays taken in those extra times will need to be paid in full as the nursery will have to give back any funding received in those periods.
- I understand I can give notice and ask to be moved to a free only model, if the nursery is running at full capacity as per Ofsted registration, then I will be placed on their waiting list.
- I am happy to pledge the voluntary parental contribution

Option three - Free only package

- 15-hour contract - I understand that I can attend the setting up to 5 sessions per week from 3.30-5.30, claiming up to 10 hours all year round
- 30-hour contract – I understand that I can attend the setting up to 2 afternoons per week from 1.15 to 5.30, 2 pms 3.30 to 5pm, claiming up to 12.5 hours per week
- I understand that Amberley reserves the right to reduce the funding and/or not offer free hours.
- I understand that the nursery reserves the right to change/reduce my sessions every term.
- I understand that the funding does not cover food/non-food consumables any enrichment activities above the basic EYFS requirements, laundered items, Evidence me package, nappy disposal and any annual events.
- My setting offers the option to choose to purchase the above options on a month-to-month basis. I understand I am able to choose which options are preferable to my child.
- I understand that if I choose the food package that this would have been pre purchased/ordered the week before, therefore will still be chargeable if my child is off, I understand it will be my responsibility to collect the snacks if I choose.

- I understand that if I choose not to purchase any of the items then it is my responsibility to provide everything for my child and this must be delivered each day on arrival and collected as necessary at pick up.
- I understand there are no partial opt outs and there is no option to buy any additional sessions.
- I understand that if I choose to bring my child's own food it will follow the strict food policy and allergy matrix system.
- I agree to follow the healthy eating and will not bring in any items of the excluded food list. I am aware staff will not cut, heat or prepare food in any way.
- I understand it is my responsibility to keep my child's food safe and will supply it in a named lunchbox containing an ice pack.
- I understand that if I don't bring in the necessary items and if the food does not adhere to the guidance that I will be charged per consumable and the time for staff to prepare the item. I understand that continued failure to bring what my child needs may result in my child's place being terminated.
- I understand that the DfE only give 2 consecutive weeks holiday per funding period which is January through to March, April through to August and September through to December. Any extra holiday time taken will need to be paid in full as the nursery will have to give back any funding received in those periods.

Item	Per session	Per week	Annual events	Please tick to opt in
Snacks	£2 per snack			
Laundered bedding/flannels	£1.50			
Nappy disposal	£2.00			
Evidence me system		£3.00		
Parents meetings			£20.00	
Easter gifts			£2.00	
Christmas gifts			£2.00	
School leavers gifts			£15.00	
Graduation photos			£5.00	
School leavers party			£25.00	
Events, enrichment & celebrations			Various will always advise	

I wish to receive the (Please tick):

Blended model with Parental Voluntary Contribution

Blended model

Free only model

I agree to the terms and confirm this is my parental choice for my child.

Name:

Date:

Signature: