



# Brailes C of E Primary School

Lower Brailes, Banbury, OX15 5AP.

Tel: 01608 685253

Email: [admin3014@we-learn.com](mailto:admin3014@we-learn.com)

[www.brailescofeprimary.org.uk](http://www.brailescofeprimary.org.uk)

**BRAILES C of E  
PRIMARY SCHOOL**

## **Nursery Details, Terms and Conditions from September 2025**

**Brailes School Nursery is open term time only.**

**Nursery is not open on school INSET days.**

### **Ages**

- Children must be aged 3 and above to attend.

### **Sessions**

- Morning session times: 8.40am - 12.00pm, not including lunch.
- Afternoon session times: 12.00pm - 3.20pm, including lunch.
- Children may attend a morning session, afternoon session or a full day (double) session.
- Full day (8.40am - 3.20pm) or the afternoon session (12pm - 3.20pm) Children who stay all day or come for the afternoon session have the option of purchasing a school lunch at the cost of £2.70 per lunch or bringing a packed lunch from home.
- Our minimum booking pattern is 2 sessions over two days.

### **Early Education Funded Hours**

- All 3 and 4-year-olds who live in England are entitled to 15 Early Education Hours for 38 weeks of the year irrespective of income levels, benefit status, or family circumstances.
- 3 and 4 year old funding will start from 1 January, 1 April or 1 September following your child's 3rd birthday.

If my child turns 3 years old between	I can access their funded hours from
1 January to 31 March	Term starting on or after 1 April
1 April to 31 August	Term starting on or after 1 September
1 September to 31 December	Term starting on or after 1 January

- The 15 hours are accessed free of charge to all parents. Families can use this offer alongside the working parent entitlement to receive a total of 30 hours, if families are eligible.
- If at any point, a family starts work after their child has turned the relevant age, meaning you meet the income threshold for 30 hours childcare, families will need to apply. Find more information about the [30 hours childcare for eligible working families in England](#).
- From September 2025, 15 hours for eligible working families will expand to 30 hours, meaning eligible working parents can now apply for 30 hours of childcare from the term after their child turns 9 months until they reach school age. This funding can be accessed

for eligible families for their child for the term before they are eligible to access 3 and 4 year old funding.

- **Up to 30 hours of Early Education Funding per week is available for each child for eligible families, term time only per school year.**
- **30 hours Early Education Funded Hours covers 9 sessions a week in Brailes Nursery (4.5 days a week).**
- **Early Education Funded Hours are available at Brailes for 38 weeks of the year, for a set number of weeks each term. The school year is 39 weeks.** Therefore, families have the option of their child not attending the week which is not covered by Early Education Funding or being invoiced by the school for the sessions their child attends for 1 week of the school year not covered by Early Education Funded Hours.
- The school provides families with written communication at the start of a school term if one of the weeks in that term are not covered by Early Education Funding, and families communicate with the school in writing if they do not want their child to attend sessions during the week not covered by Early Education Funding that term, or would like their child to attend and be invoiced by the school for the sessions attended the week not covered by Early Education Funded hours.
- A funding declaration form needs to be completed and signed by school and families at the start of each term for all families who have children attending Brailes nursery.

**How to apply for 30 Early Education Funded Hours**

Families eligible for 30 Hours Early Education Funding must apply online for a code before the deadlines in the table below. We recommend applying at least 6 weeks before these deadlines. Parents must share their code along with their national insurance number and child’s date of birth with the school. School will check that the code is eligible and confirm that this funding can be accessed by the school for their child.

If my child turns 9 months old between	I can access 30 funded hours from	And I need to apply by
1 January to 31 March	Term starting on or after 1 April	31 March
1 April to 31 August	Term starting on or after 1 September	31 August
1 September to 31 December	Term starting on or after 1 January	31 December

- Parents can split their Early Education Funded Hours between different providers, although no more than 2 sites in one day. Where parents choose to split their child’s free entitlement between providers, the school will distinguish between the 15 Early Education Hours for 3- and 4-year-olds, 30 hours Early Education Funded Hours and 2Help funding (available for eligible families only) on the PDF funding form each term.
- As a term time only school nursery, we do not offer stretch funding.
- More information about Early Education Funded Hours can be found here: <https://www.childcarechoices.gov.uk/15-and-30-hours-childcare-support>

## **EARLY EDUCATION FUNDED HOURS SESSIONS (Free)**

<b><u>Session</u></b>	<b><u>Charge</u></b>	<b><u>Number of Hours</u></b>
<b>Morning Session</b> 8:40am - 12:00pm	£0	3 hours and 20 minutes
<b>Afternoon Session</b> 12:00pm - 3:20pm	£0	3 hours and 20 minutes
<b><u>Part of an afternoon session</u></b> 12:00pm - 1:40pm  This session is only available for children who are accessing 3-4 year old 15 Hours Early Education Funding. A morning session on the same day must also be attended.	£0	1 hour and 40 minutes

## **FEEES FOR SESSIONS CHILDREN ATTEND NOT ACCESSED BY EARLY EDUCATION FUNDED HOURS**

<b><u>Session</u></b>	<b><u>Charge</u></b>	<b><u>Number of Hours</u></b>
<b>Morning Session</b> 8:40am - 12:00pm	£25	3 hours and 20 minutes
<b>Afternoon Session</b> 12:00pm - 3:20pm	£25	3 hours and 20 minutes
<b><u>Part of an afternoon session</u></b> 1:40pm - 3:20pm  This session is only available for children who are accessing 3-4 year old 15 Hours Early Education Funding to enable a child to stay for the full afternoon session when the first part of the afternoon session (12pm - 1.40pm) is free and covered by Early Education Funded hours. A morning session on the same day must also be attended. Parents do not have to take up this chargeable part session offer, and can just do the part of the afternoon session 12pm - 1.40pm which is free as part of the 15 hour allocation.	£12.50	1 hour and 40 minutes

## **Payment**

- All fees not covered by Early Education Funded Hours will be invoiced termly at the start of each term. Invoices not paid fully within 14 days will incur a late payment charge of 10% of the invoice. If payment of an invoice is a month overdue, the child will no longer be able to attend nursery sessions which are not Early Education Funded.
- Termly invoices show clearly the Early Education Funded Hours that the child is receiving which are completely free of charge (£0) and sessions which are chargeable.
- Sessions are non-refundable in the event of illness or holiday.
- Sessions are not transferable.

## **Admissions**

- Application for a Brailes Nursery place is by application form directly to the school office. Application forms are acknowledged on receipt by school. Children's names are added to an open waiting list and a nursery place and sessions will be confirmed to families 3 months prior to the child starting nursery.
- There is no registration fee and no deposit.
- Having a place at Brailes Nursery does not automatically guarantee a place in Reception as all applications from Reception to Year 6 are dealt with by Warwickshire Local Authority Admissions. Parents will have to apply to their home local authority for a school place (e.g. Warwickshire, Gloucestershire, Oxfordshire).

## **Early Years Pupil Premium (EYPP)**

Early Years Pupil Premium is additional funding that providers can claim for children receiving the nine months + working parent entitlement, the two-year-old disadvantaged entitlement, the two-year-old working parent entitlement and the three and four year old universal funding whose parents/carers are in receipt of qualifying benefits and whose children take up their full funding entitlement.

The school are paid an additional £1.00 per hour for those eligible for Early Years Pupil Premium (EYPP) up to a maximum of 15 hours per week. EYPP is not applied to the extended entitlement hours.

To claim the Early Years Pupil Premium (EYPP), parents must fully complete and sign the EYPP application section on Part 2 of the Parental Declaration Form (PDF).

## **Disability Access Fund (DAF)**

The Disability Access Fund (DAF) was introduced to support disabled children's access to the early years entitlement for three and four-year-olds. From April 2024, this has been extended to two-year-olds.

Children do not have to take up the full 570 hours of Early Education Funding that they are entitled to in order for the school to receive the DAF payment.

Children will be eligible for DAF if they meet the following criteria:

- The child is in receipt of Disability Living Allowance (DLA) and
- The child receives the nine months + entitlement, one of the two-year old entitlements or the three and four-year-old universal 15 hours entitlement

The parent/carer will need to fully complete the Disability Access Fund (DAF) section in Part 2 of the Parental Declaration Form. The school will need to check eligibility by seeing a copy of the child's Disability Living Allowance (DLA) award letter.

## **Breakfast Club**

- At an additional cost of £6.00 per day, children can attend the school Breakfast Club which runs from 7.50am-8.40am for Nursery children. **Early Education Funded Hours cannot be used to pay for Breakfast Club sessions.**

## **Notice**

- A four weeks notice period in writing is required for changes to your child's booking pattern or if you decide to leave the nursery.

## **School Meals**

- Meals are not included as part of the funded offer. Children can bring in their own packed lunch from home for full day double sessions and afternoon sessions. Alternatively, families can choose for their child to have a hot school meal. The cost is £2.70 per school meal.
- All school meals need to be ordered on ParentPay by Midnight on Sunday for the following week. Menus are available.

## **Childcare Vouchers**

- The school is registered to accept Edenred, Kiddivouchers, Computershare childcare vouchers and most other voucher providers can be set up to accept.
- The school is registered to accept Tax Free Childcare (TFC).
- Childcare Choices can be found here: <https://www.childcarechoices.gov.uk>

***Always keep contact details up to date please.***