



## Kayz Days - Lickey Sept 2009

### Basic Fees

<b>Breakfast Club Session 7.50am - 8.50am</b>	-	£3.00 per child (Includes breakfast)
<b>After School Session till 6.00pm</b>	-	£7.20 per child (Light snacks provided)
<b>After School Session till 4.30pm</b>	-	£3.80 per child
<b>Football pick up Wed &amp; Fri Only</b>	-	£1.00 per child

### Discounted Fees

**10% discount for all NHS Staff on all advertised costs**

All week After School <b><u>ONLY</u></b> till 6.00pm	-	£33.00
All week Breakfast <b><u>ONLY</u></b>	-	£13.50

### Spread the cost

You also have the option to pay on a monthly basis spread over 12 equal months, please ask for information. (Additional 2% charge of annual fee is charged for this option)

### Holiday Club

<b><u>Flexi 5 hour session</u></b> (You can choose any 5 hours from 8.30am - 6.00pm)	-	£15.00
<b><u>Additional hours</u></b>	-	£4.50 p/h
<b><u>Full Day 8.30am - 6.00pm</u></b>		
1 child daily rate	-	£26.00
2 children daily rate	-	£48.00
1 child all week	-	£110.00 (save £20.00)
2 children all week	-	£215.00 (save £25.00)

If you wish Kayz Days to provide a lunch box in the holidays it will cost an additional £1.50.  
Some trips may also be chargeable; however we do endeavour to keep costs to a minimum.



### **Invoices.**

Invoices will be sent out on a term/monthly basis and payment will be required in full 10 days from the date of the invoice They will be sent during the 1<sup>st</sup> week of the term and any **late payment** will incur a charge of **£10.00**. If you wish to pay monthly, payments will be worked out and spread over the course of 12 equal months. A 2% charge will be added to your annual bill and paid monthly to cover administrative and interest payments by spreading the costs. If you terminate your agreement with Kayz Days with in the 12 months any payment differences from your start date and termination date will need to be **paid in full!** If any payments are not met, then Kayz Days will take action to recover any monies through a Debt Collection Agency. Any additional costs will be the responsibility of the debtor.

### **Deposits/Retainer Fee.**

If you are wishing to secure a place for the first time at Kayz Days a deposit will be required of £20.00 per child. This will be taken into account on your first invoice. If however your child does not attend for any reason that is deemed unsatisfactory, this shall not be refunded.

### **Notice.**

A strict **4 weeks' notice period** is required in writing if you no longer wish to attend Kayz Days or you wish to amend you days/times on a **permanent basis**. If you are going on your annual 2-week holiday again a strict 4 weeks' notice period in writing will be required.

### **Sickness / Holidays & Occasional Days Off.**

Payment will not be required for any annual two week holiday (maximum 10 days) taken in school term time **only**. This would require the 4 week notice period as mentioned above. If you have any other holidays which fall within term time or if the correct notice is not given then the standard session rate will be charged.

If your child is ill and cannot attend school we require notification as early as possible and full payment will be required.

### **Late Collection.**

Late collection of any child/ren will incur a charge of £7.50 per half-hour for the extra staff time. Please see policy statement attached.

## Payment Details

I wish to pay by the following:

**Cheque**

**Monthly standing order**

(A monthly figure will be worked out for 12 equal payments with the additional 2% charge)

**Vouchers**

If you wish to pay by monthly standing order please complete the enclosed form under **Your Details** and hand in with application form.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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## Standing Order Form

Payee Name: Kayz Days Childcare (Lickey)

Account number: 50359122

Sort Code: 20-98-68

Reference name of child: \_\_\_\_\_

**Your details**

Name & full address of bank: \_\_\_\_\_

\_\_\_\_\_

Account number: \_\_\_\_\_

Sort code: \_\_\_\_\_ - \_\_\_\_\_

Amount: £ \_\_\_\_\_

**(Office use only)**

Payment Date: 1<sup>st</sup> Payment date: \_\_\_\_\_ Final payment date: 1/08/2010

**(Office use only)**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please note:** If you are paying by standing order your payments will be spread over 12 equal months and additional 2% will be charges as per tic. If you terminate your contract with Kayz Days in line with the Terms & Conditions any differences will need to be paid in full. Any agent costs that are involved in recovering monies through a debt agency will be met by the debtor.