



New Road
Troon
Camborne
Cornwall
TR14 9ED

Tel. 01209 714289 | secretary@troon.cornwall.sch.uk | www.troon.cornwall.sch.uk

19 June 2018

Dear Parent/Carer

As you may be aware, the government funds up to 30 hours of childcare for 3 and 4 year old children. All children are entitled to the universal 15 hours included in this 30 hours. In order to receive this funding, families must meet certain criteria which you can find attached to this letter. For parents/carers who believe they will be eligible, there will be an online application where a unique code will be given. This code, along with the parent/carers national insurance number and child's date of birth, must be given to the school so that we can confirm that it is a valid code. If eligible, a 30 hours eligibility code will be issued. Please see attached information on how to apply.

We will be offering 30 hour places and flexible hours within our Nursery from September 2018. In order for us to plan for any additional childcare requirements I would be grateful if you could complete the attached slip and return it to the school office by **Wednesday 4th July**.

We cannot guarantee that we will be able to grant you your first choice of sessions, however, we will do our best to accommodate you. Sessions will be allocated on a first come, first served basis. On receipt of your preferences, we will write to you to confirm your child's placement in our nursery.

From September 2018 our nursery runs a full day provision split into two main sessions. Each session is 3 hours. Morning sessions will run from 8.45am-11.45am and afternoon sessions will run from 12.15pm-3.15pm, both costing £12.00 per session. Lunchtime is ½ hour from 11.45am-12.15pm and will cost £2.00. (NB Parents must provide a packed lunch and a non-fizzy drink.

Children are entitled to 15 hours of free nursery education the term after their third birthday. The government fund an additional 15 hours of extended childcare for eligible families. Parents can pay for additional sessions if they wish – prices are above.

It is possible to use funded hours to pay for lunch sessions or our before and after school club. We are however, unable to provide part sessions and this will need to be considered when deciding which sessions you would like.

We ask that once you have booked the required sessions per week, this is not changed until the end of a half term (ie approximately 6 weeks). Any fees are to be paid in advance at the beginning of the half term. We will send you an invoice during the first week if you are paying for extra child care. Any fees not paid within two weeks of the invoice being received, means the school will no longer accept the child for the extra sessions.

If you have any questions on how you can use the funded hours, how to apply for the extended funding or any additional charges you may need to pay please contact us.

Yours sincerely,
Mrs Julie Lamb
Headteacher

Please complete and return to the School at the above address.



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Child's NameDate of Birth.....

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Before School- 8.00am (£4.00)					
AM 8.45am - 11.45am (£12.00)					
LUNCH 11.45-12.15 (£2.00)					
PM 12.15pm - 3.15pm (£12.00)					
After School- 3.15-4.15 (£4.00)					
After School- 4.15-5.30 (£4.00)					

I would like my child to attend for hours per week. (NB – all children are entitled to 15 hours of free Nursery education)

If you are eligible for the 30 hours funding please provide the following information:

The 11 digit eligibility code:.....

National Insurance number of parent(s)/carer(s) making claim:

.....

Signed..... Date.....