



NURSERY PLUS

Terms and Conditions

2025-2026

Please read, sign the back page and return to Nursery Plus. Many thanks.

Nursery Fees 2025-2026

Nursery Plus Pen Y Bryn is open to pupils attending Ysgol Pen Y Bryn Nursery only.

Hours of opening are 8am – 3.15pm Monday to Friday, term time only. Children can be dropped off at Pen Y Bryn Nursery Plus at 8.00am or 9am for the morning group.

Pen Y Bryn Nursery Plus pupils should be dropped off at the Nursery premises only, not the school reception or Ysgol Pen Y Bryn nursery.

Children attending for whole day sessions will also take part in either the morning Nursery session at Ysgol Pen Y Bryn, 8.55am- 11.25am, or the afternoon nursery session, 12.45pm – 3.15pm.

Fees

Daily attendance fees	£27 per day
Late pick up charge	£5.00 per half an hour

Please note that fees include morning and /or afternoon snacks (depending on which school nursery session your child attends)

Payment of fees.

At least two weeks' fees of £27 per day x the amount of days booked should be paid immediately in advance on registration.

Accounts must always be maintained in credit, failure to meet payments due or maintain your account in credit will result in termination of the allocated Nursery place. Parents are responsible for all outstanding Nursery fees.

Notice of half a term will be given before any fee increase comes into force.

Please note, Absence due to illness or isolation is still payable.

Termination or cancellation of Nursery place.

Nursery Plus Pen-y-Bryn requires four week's notice in writing if parents/carers wish to terminate a Nursery place for any reason. Parents will remain liable for fees throughout the period of notice to terminate. In the event that a child is withdrawn from Nursery Plus during this period of notice, fees will remain payable.

Nursery Plus Pen-y-Bryn operates an 'occasional day' booking policy. However, where possible parents are requested to give a week's notice if they need to book an occasional day. This is dependent on spaces.

Changes to booked sessions.

Where possible, Nursery Plus Pen-y-Bryn will endeavour to accommodate occasional changes to booked sessions, at the discretion of the Nursery manager, providing that staffing ratios are not compromised.

A month's notice in writing is required to change the booked number of sessions, this includes holidays to avoid charges. Please send notice to the Nursery Plus Manager Mrs Baron.

Nursery closure.

Nursery Plus Pen-y-Bryn is open Monday- Friday, term time only. (A list of term time dates is available on request).

Responsibilities for personal property

Nursery Plus Pen-y-Bryn cannot be held responsible for damage or loss to property brought to Nursery by you or your child. Nursery staff will make all reasonable effort to ensure that children's belongings are not damaged or mislaid.

Children's clothing should be clearly labelled with their name please.

Insurance

Nursery Plus Pen-y-Bryn is fully insured by AVIVA. Full details are available upon request at main school office.

Liability

Nursery Plus Pen-y-Bryn accepts no responsibility for any loss suffered by parents, caused directly or indirectly as a result of temporary closure of the Nursery (eg. due to adverse weather or other unforeseen circumstance), or the non attendance of your child to the Nursery for any reason. (eg. sickness or family holiday)

Nursery Plus Pen-y-Bryn accepts no responsibility for children whilst they are in the care of their parents, ie. prior to registration at Nursery and once collected at the end of the Nursery session.

Nursery Plus Pen-y-Bryn will not be liable to parents or their children for any monetary loss of any kind, for damage to the property of children or their parents, or for any loss resulting in a claim made by a third party or for any other indirect or consequential loss or damage of any kind.

All reasonable effort will be made to keep property of children or their parents in good order whilst on Nursery premises.

Liability for damage of property is excluded except where caused by our negligence.

Illness

Nursery Plus Pen-y-Bryn appreciates the needs of working parents, but we reserve the right to contact parents if their child becomes ill during Nursery hours.

Parents may be required to withdraw their child from Nursery should they require medical attention, or if it is considered that the child is not well enough to attend Nursery, or if there is reasonable cause to believe that they are or may be suffering from a contagious infection or disease and that this may be contracted by other children at Nursery.

Nursery Plus Pen-y-Bryn accepts no responsibility for children contracting contagious infections or diseases.

In the event of your child contracting a communicable disease please be guided by your doctor regarding incubation and exclusion periods.

Nursery Plus Pen-y-Bryn requests that parents inform Nursery if their child is suffering from any illness, sickness, or allergies before attending Nursery.

Please note, our policy after having sickness or diarrhoea is your child cannot return to Nursery Plus for **48 hours** after the last episode.

Please note, Absence due to illness or isolation is still payable.

In the event of accidents, we reserve the right to administer basic first aid and treatment when necessary. Nursery Plus staff do not administer any medications.

Parents will be advised of all accidents and required to sign an accident form.

In the event of serious accidents requiring hospital treatment, all reasonable attempts will be made to contact parents, but should this not be possible, Nursery Plus Pen-y-Bryn is hereby authorised to act on behalf of parents and authorise necessary treatment.

Behaviour Management

Please refer to Nursery Plus Pen-y-Bryn's Behaviour Policy.

Nursery Plus Pen-y-Bryn may require parents to withdraw or remove their child from Nursery in the event that a child's behaviour is considered disruptive or if a child displays inappropriate behaviour. Pen Y Bryn Nursery Plus expects that Nursery staff are not spoken to in abusive manner, or experience threats from parents. Such behaviour will result in termination of a Nursery place.

Security

Under no circumstances will a child be allowed to leave Nursery Plus Pen-y-Bryn with persons unknown to Nursery staff unless the parents or carer have previously arranged this.

If parents have made alternative arrangements to those originally communicated to staff, they should advise Nursery at the first instance in writing, giving the name, address and telephone number of the person permitted to collect the child. Proof of identity will be required on arrival at Nursery.

A list of responsible adults who are authorised to collect the child should be submitted to Nursery on registration, along with a photograph of each named person.

Nursery Plus Pen-y-Bryn reserve the right to not permit anyone under the age of eighteen to collect a child from Nursery, even with parent's permission.

General Information

Parents are requested to inform Nursery Plus Pen-y-Bryn of any changes to all information kept in Nursery pertaining to their child.

Parents are required to inform Nursery Plus Pen-y-Bryn of any food, medicine, activity or other circumstance that may cause their child to have an allergic reaction.

Parents must provide written details of the severity of any allergic reaction and must continually update information held by Nursery Plus Pen-y-Bryn as to any changes to the condition.

Agreement

These Terms and Conditions represent the entire agreement and understanding between the Parents and Nursery Plus Pen-y-Bryn. Any other understandings, agreements, warranties, conditions, terms or representations whether written or verbal, expressed or implied are excluded to the fullest extent permitted by law.

Nursery Plus Pen-y-Bryn reserves the right to update or amend these Terms and Conditions at any time. Six weeks notice will be given of any changes made.

Nursery Plus Pen-y-Bryn is operated by Ysgol Pen Y Bryn, Wentworth Avenue, Colwyn Bay, Conwy.

Signatures

Please sign below if you agree to these Terms and Conditions. This agreement should be signed by all parents accepting these terms (ie. All parents who will be financially liable)

Print name

Date

Signature

Print name

Date

Signature