



Midsomer Norton Primary School & Nursery

An inclusive, community school in the heart of Midsomer Norton.

High Street
Midsomer Norton
Radstock
BA3 2DR
Telephone: 01761412289
Email: office@midsomernortonprimary.co.uk
Website: www.midsomernortonprimary.com
Head of School: Ms Sarah Biss
Executive Headteacher: Mr Alun Randell
'Part of the Midsomer Norton Schools Partnership'

Nursery September 2024

September 2024

Dear Parents/ Carers,

Thank you for choosing Midsomer Norton Primary as your child's early years setting this past year. We hope that they have enjoyed their time with us. We have loved watching them grow and we can't wait to see them flourish in September 2024.

Please find below some useful information as we look into the next academic year. Those children who will be starting school in September 2025 will be moving to Sun class in September 2024. Our nursery staff will soon start the transition with your children so that your child becomes more familiar with Sun class and the staff. This will be done during your child's current sessions. If you have any questions about transitions please do not hesitate to ask our early years team.

Before each term, it is essential that you as parents / carers advise us what funding your child receives & send us their code. If your child's funding changes or you would like their days/ sessions to change in September please email office@midsomernortonprimary.co.uk by the 28th June 2024. We are pleased to advise that Paige Reynolds will be returning from her Maternity leave in July and will be once again managing the nursery admin.

Term Dates & Invoicing

We will send out invoices during the first week of each term. Please find below a list of 'pay by dates'. Failure to meet payment deadlines will result in a late payment of £5 per week. Repeated failure to pay your fees by the deadline may result in losing your child's space. Fees will still be payable through your Parent Pay, childcare vouchers or tax free childcare account.

Terms	Dates	Pay by
1	2nd September 2024 - 25th October 2024	22nd September
2	4th November 2024 - 20th December 2024	17th November
3	6th January 2025 - 14th February 2025	19th January
4	24th February 2025 - 4th April 2025	8th March
5	22nd April 2025 - 23rd May 2025	3rd May
6	2nd June 2025 - 18th July 2025	21st June

Fees

In the new academic year, we will make a small adjustment to our fee structure. We have tried to minimise the increase as much as possible; from the 1st September 2024 our new hourly rate for our 3 – 5 year olds will be £5.60. The fee for 2 – 3 years will increase to £6.40 per hour. These fees will only be charged for any additional hours above your child's funding; your child's funded hours will not be affected. Midsomer Norton Primary will be closed on Bank Holidays/ Inset days and will not charge on these days. If we are closed due to weather or any other reason out of our control charges will still apply. We are unable to rearrange sessions for funded hours that fall on bank holidays or closure days or refund any government funding received.

If you use tax free childcare, please email the office on office@midsomernortonprimary.co.uk with your tax free childcare code, amount of money paid and date it was paid every time you pay. If you pay by childcare vouchers, please advise us of the voucher provider i.e. edenred and the name (especially if maiden name shows) and amount.

Funding

Before each term, it is essential that you as parents/carers advise us what funding your child receives. Please email the office on office@midsomernortonprimary.co.uk with your funding code if you are eligible.

2 year funding available -

Some families are entitled to 2 year funding (income related). To check if you are eligible, please visit www.childcare.gov.uk, some examples of reasons your child may be eligible are Income support, Universal Credit, Tax Credits, Disability living allowance, Foster care, Adopted.

2 year parents working Funding

Eligible working parents of 2-year-olds are also now able to access 15 hours please visit gov.uk for support.

3 year 15hrs funding:

All children from the term after their third birthday (January, April & September) are entitled to Universal funding this equates to 15 hours per week, a head count form will need a parent signature termly thereafter to confirm that you are happy for us to apply for your child's funding.

3 year 30hrs funding

Some families are entitled to 30 hours funding and it is solely your responsibility to obtain a 30 hour code and revalidate it every 3 months as requested by the HMRC. Please ensure the school office has this before your child's funded hours start or you will be liable to pay the full fees. To apply for 30 hours please visit gov.uk or telephone the HMRC helpline on 0300 123 4097.

The deadline for receiving funding for September is 31st July 2024. Please note that BANES have also advised that children can only change amount of funded hours claimed termly, if you need to change part way through a term, fees or loss of funding may apply. This also means that no ad hoc sessions or extra hours will be included within your funding, these will need to be charged at the hourly cost per hour.



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Change of sessions

If you wish to change your child's sessions after starting with us, please email on office@midsomernortonprimary.co.uk stating what date you would like to change sessions from and to what you would like your new sessions to be. We will confirm if changes are available as soon as possible. Please note, you can only change the amount of funded hours claimed termly; we are no longer able to change this part way through a term. If you need to amend part way through a term and we have availability, we are happy to do this for you but it may incur additional fees until funding can be applied.

Lunch

Children are welcome to bring their own healthy packed lunch (please no fizzy drinks, nuts, or chocolate). School lunches can be provided for £2.40 per lunch. Lunches must be booked a minimum of 1 week before (the Thursday before the following week) or the Thursday before any school holiday for the next term. Our school lunches are provided externally, meaning we cannot amend numbers 'last minute'. Parents are required to book school lunches through Parent Pay. Please ensure you select a main and dessert option and ensure the money is on your parent pay account or your booking will automatically cancel.

Free School Meals

Children may be entitled to 'Free School Meals'. Please visit the link below to check availability. If your child is entitled, you will be given 2 hot free school meals a week.

<https://beta.bathnes.gov.uk/apply-free-school-meals>

Delivery and Collection of Nursery Children

Session times -

8.30am - 3.30pm

8.30am - 11.30am

12.30pm - 3.30pm

Please complete the section on the data collection sheet which will be given in September stating the details of all adults you give permission to collect your child/children. It is our policy that the person collecting must be aged 16 years or over. Please ensure all adults who may collect your child/children are aware of your chosen password.

If you think you are going to be late, please ring the office as soon as possible to let us know. It is important that your child is collected on time. Late collection can be upsetting for children and prevents staff from completing other duties. There may be a late fee of £10.00 charged for repeated late collection (eg 3 times by 10 minutes or more).

PLEASE ENSURE EVERYTHING IS NAMED

Thank you for your continued support.

Kind Regards

Sarah Biss & The Early Years Team