Opening hours

Normal hours of opening are Monday to Friday from 8:00 a.m. – 2:30 p.m. (unless other arrangements have been made). Over-night and weekend care is not available however some extended hours may be offered under our manager Jenny’s childminding registration (EY358417) however numbers are limited, childminding hours operate from 8 am to 6pm (hours outside of these may be possible by special arrangement).

Sessions time are:

Morning 8 or 8:15 until 11 or 11:15

Afternoon 11:30 until 14:30

Full days 8 am until 14:30

We offer both full and part days. We also offer a drop-in or emergency cover facility, if numbers permit. Full days include a 30-minute lunch period. Children are welcome to attend for hours that cross session times but do not cover the whole session however additional charges may apply.

You may claim your free funding flexibly. Due to our hours operation we require that children attend for a minimum or 3 hours a day and (if using extended hours) a maximum of 10 hours. Children attending full day sessions (8-14:30) will only use 6 hours of funding therefore they can attend 2 full days and a half day. Children who attend extended hours will need to pay for additional hours if their total attendance exceeds their free entitlement or requires them to be booked in for part sessions meaning a whole sessions space is required.

Children must be collected by the end of the contracted hours (unless other arrangements have been made). We understand that occasionally there may be delays through traffic or adverse weather conditions etc. If you just ring us to let me know what is happening and how long you will be to save worry at school collection time, it also means that we can hold back staff if necessary. We will in these circumstances care for your child until you arrive however there may be an extra fee due, especially if we are having to pay staff overtime. If you have not collected your child by the contracted time, and have not contacted me with reasons as to why you are to be delayed and we find that you are unavailable, then we will begin ringing the emergency contact numbers that you have given us. We have a duty to contact Social Services if you are more than 1 hours late collecting. Late collection within a reasonable amount of time and with proper notice will not incur any additional charge. However, collection longer than 5 minutes late may go into overtime rates.   
  
Please also see our late collection policy and charging policy