



**'Enabling children to be school ready
through enriched experiences'**

Acorn Pre-School Terms and Conditions

This document sets out the terms and conditions for Acorn Pre-School at Farnham Common Infant School.

Admissions:

- Please see our separate Admissions Policy for Acorn Pre-School on the school website.

Fees:

- From 3 years old, children are entitled to the universal 15 hours of funding to attend a Nursery/Pre-School.
- For working families, you may be entitled to the extended entitlement funding for an additional 15 hours.
- If you do qualify for the extended entitlement funding, please be aware that you are responsible for providing FCIS with the 11 digit eligibility code. This will need to be validated every 3 months. Failure to do so could incur costs in order to pay for additional hours.
- Attendance patterns can be discussed within the admissions process.
- Should parents wish to pay for additional hours on top of the universal hours this can be arranged. Payments will be made on Arbor, with the balance to be paid on a monthly basis. Please ensure that payment is made within 14 days of receiving an invoice.
- For the academic year 2026-2027 the cost of an additional session is £8.50.
- We reserve the right to increase the hourly rate every academic year.

Attendance:

- Although the children are of non-statutory school age, we will still monitor the children's attendance and will notify parents if their child's attendance drops below 90%.
- We work in partnership with parents and are always available to offer support with attendance where needed.
- Charges will still apply for any regular sessions that your child attends if they are absent for any reason.

School lunches:

- Parents are able to order a hot school lunch. An online booking form will be shared with parents for this. As pre-school age children are not entitled to a free school meal the school receives no funding for these meals and therefore it is the parent's responsibility to pay for the meal.



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- The cost of a lunch is £4 per day.
- **If your child is absent**, you will **not** be charged for a school lunch **provided you notify the office about your child's absence before 9:00am on the day** and clearly request that the lunch order is cancelled.
- However, if you have ordered a school lunch and later decide to send your child in with a packed lunch instead, **you will still be charged** unless **at least one week's notice** is given to cancel the lunch order.
- Please ensure any lunch cancellations for reasons other than absence are communicated to the office with a minimum of **one week's notice**, as the lunches are ordered in advance and costs are incurred accordingly.

Notice period for leaving:

- We politely request that parents give us half a term's notice if your child is leaving within the year and you will no longer require a place. We reserve the right to terminate a place in serious circumstances e.g. non-payment of fees.