

Footsteps @ St Joseph's Catholic Primary School

Gipsy Lane, Bracknell, Berkshire, RG12 9AP

Tel: (01344) 425246 Fax (01344) 305463



Fees Policy

Adopted by the Resources Committee

at its meeting on: 20th January 2026

Signed:

A handwritten signature in black ink, appearing to read 'Stephen Kemp', is written over a light blue horizontal line.

Name: Stephen Kemp

Position: Resources Committee Chairs

Date: 20.01.2026

Review Date: January 2027

Responsibility: Resources Committee

If you would like help understanding or translating this policy, please contact the school office.

TEL: 01344 425246

EMAIL: secretary@stjosephsbracknell.co.uk

“Growing together with Jesus in our hearts, heads and hands.”

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Fees policy

Fees are to be paid on a half termly basis and payment is required within 2 weeks of the billing being issued, unless prior arrangement has been organised between the Nursery and the parent/carer.

Fees continue to be payable if a child is absent for any reason including illness or holidays taken in term time.

Should the parents/carers experience difficulty in meeting fees then they, and the Nursery Management, should communicate, in confidence as to an effective solution to the problem. The Governing Body will be advised of any alternative payment arrangements made.

If you wish to withdraw your child from Footsteps nursery or make any changes to the sessions, he/she attends, a Terms written notice is required.

3 & 4-year-old funding explained

3-year-olds will be able to start a free nursery place following the term after their third birthday.

All 3- and 4-year-olds in England are entitled to 570 hours of free early education or childcare a year. Your child is entitled to a maximum of 15 hours per week for 38 weeks of the year.

The grant is only available until your child starts school.

A parent declaration form must be completed which is an agreement between a child's parent/carer and nursery confirming the number of hours they would like to claim for free entitlement to early education.

Extended 30 hours Free Childcare explained

Eligibility rules for 30 hours' free childcare are detailed on the government website:

[Click here to find out more information regarding your free 30 hours](#)