



Title	Fee Payment
Code	LGPGOAFP
Author	A.M.King
Version	001
To be renewed on	Mar 2010
Setting Details	Linton Granta Playgroup and Toddlers Linton Village College, Cambridge Road, Linton, Cambridge, CB21 4JB Tel. 07806 744 864 Email: info@lintongrantaplaygroup.org.uk

Statement

We are aware that families have varying financial constraints and we will endeavour to support families if we can.

Full details of payment and Nursery Education Funding are provided to all parents in our welcome pack.

Questions, financial concerns and queries can be made in confidence to our Treasurer.

- Fees must be paid within 2 weeks of the invoice being issued
- After this, a late payment penalty of £10 will be charged
- We will pursue the recovery of any outstanding debt through the small claims court
- The setting reserves the right to withdraw the child's place if fees are not settled within the agreed time.

This policy was adopted at a meeting of Linton Granta Playgroup		
Held on	2 nd July 2009	
Date to be reviewed	Mar 2010	
	First signatory	Second Signatory
Signed on behalf of the Management committee		
Name of signatory	Ann King	Vanessa Webb
Role of signatory	Chair	Secretary