



lintongrantaplaygroup

Pre-school and toddler group
Linton, Cambridgeshire

Title	Fee Payment
Code	LGPGOAFP
Author	A.M.King
Version	005
To be reviewed	September 2017
Setting Details	Linton Granta Playgroup and Toddlers, The Activity Room, Linton Village College, Cambridge Road, Linton, Cambridge, CB21 4JB Tel. 07806 744 864 Email: info@lintongrantaplaygroup.org.uk

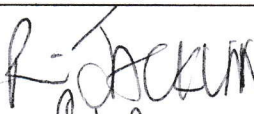


Statement

We are aware that families have varying financial constraints and we will aim 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/Assistant Treasurer; there may be an option to pay weekly if pre-agreed with the Treasurers.

- 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			
Date to be reviewed			
	First signatory	Second Signatory	Approved By
Signed on behalf of the Management committee			
Name of signatory	Richard King	J. SYMONS	Amy Jones
Role of signatory	Chair	Secretary	Policy Co-Ordinator