

West Twyford Primary School

Twyford Abbey Road, London NW10 7DN

Telephone: 020 8965 6858

Email: admin@west-twyford.ealing.sch.uk



West Twyford
Primary School

Headteacher: Mr M. Shapland
Deputy Headteacher: Ms L. Archer
Assistant Headteacher: Mrs H. Wishart
School Business Manager: Mrs M. Leondiou

LUNCHTIME CHILDCARE PROVISION FOR NURSERY FULL-TIME PUPILS – key points

- Childcare will be provided over the lunch period from 11:45am to 12:30pm. This is chargeable at £10.00 per day, from the first full day of attendance. This payment is to cover staff costs for lunchtime duty for the whole academic year.
- Parents will pay a weekly charge of £50.00 to West Twyford Primary School, equivalent to £10.00 per day. Payment will be made via our School Money App cashless system. A separate letter will be sent to you with timescales for the payments. You must agree to make this payment in advance and understand that it is payable even if the child misses a planned session (e.g. illness or an appointment).
- Parents must submit a 30 hour childcare eligibility code to West Twyford Primary School before the school can agree to your child's full-time place. **You must ensure the code is valid for the duration of your child's stay in the Nursery.** If the code becomes invalid at any time you will be charged for the additional 15 hours per week (£50/day) or lose your child's place.
- Parents may not be able to change their 30 hour place to a part-time 15 hour place, as this will be dependent on availability in the Nursery. **Please note we only have a limit of 8 full-time places.**
- Parents must provide a healthy packed lunch and a bottle of water each day or register your child for a school meal which will be provided by the catering company called **Bluerunner / ISS World UK. The charge is £2.45 per meal each day.** This is a separate payment system in which parents must make payment directly to Harrison Catering Ltd and it is the parents' responsibility to keep the account in credit.
- Parents must be aware that a 4-week notice period must be given to cancel your child's nursery place / sessions. If you remove your child without giving 4-weeks' notice you may lose some of your child's funding and may not be able to take up a funded place with another childcare provider immediately.
- In addition, parents agree that the information they have provided can be shared with the local authority and Department for Education, who will access information from other government departments to confirm your child's eligibility and enable this provider to claim Early Years Pupil Premium (EYPP) or Disability Access Fund (DAF) if applicable on behalf of my child.



SCHOOL MEMBER



Funded Entitlement Breakdown

Description	Quantity (Hours/ Days)	Unit Price	Total (£)
Funded Hours (Free Entitlement)	15/ 30 hours/ week	£0.00	£0.00
Additional Paid Hours (15hrs if no 30 hrs code available)	15 hours/ week	£50.00 per day	£200.00 per week
Additional Paid Hours (Lunchtime Supervision)	45 min/ day	£10.00 per day	£50.00 per week

Optional Charges

Description	Notes	Unit Price	Total
Food Charges	Parents may opt to provide packed lunch	£2.45 per day	£12.25 per week
Non-Consumables	n/a	n/a	n/a
Activities Charges	n/a	n/a	n/a

Important Notes for Parents

- Funded hours are free of charge and must not be conditional on any payment.
- All additional charges are voluntary and itemised.
- You may opt out of food, non-consumables, or activities without affecting your child's place.
- No top-up fees, registration fees, or non-refundable deposits are allowed for funded places.
- If your child attends before eligibility is confirmed, those hours will be charged at private rates.

Parent Declaration for the additional 15 hours childcare entitlement

I confirm that I understand the breakdown of charges and my rights regarding the funded entitlement.

Child's Name: _____

30 hrs eligibility code: _____

Parent/ Carer Name: _____

Parent Signature: _____

Date: _____