

Cheltenham College EYFS (Nursery and Reception) Parents' Terms and Conditions 2026

Effective from January 2026

Background

Cheltenham College Nursery and Prep-Preparatory School (College EYFS) participates in the Early Years Funding Scheme (EYF Scheme) which is a government scheme which offers 15 hours of free childcare for eligible children and parents for no fewer than 38 weeks of and up to 52 weeks in a year. The statutory guidance for local authorities, which supports and explains the EYF Scheme, was updated with effect from 1 April 2025 and is available [here](#).

Parents can only join the EYF Scheme at College EYFS after the offer of a place for the child at College EYFS has been accepted.

Parents are encouraged to read these Terms and Conditions (EYF Scheme Terms and Conditions) carefully prior to accepting a place for their child.

The Benefits of Full-Time Education from Reception

College EYFS believes that every child thrives when immersed in a vibrant, nurturing environment where curiosity and confidence are built daily. From the age of four, children benefit socially and emotionally from spending full days with their peers—forming friendships, practising communication, and learning to collaborate and share ideas through purposeful play. Accessing the EYFS curriculum on a full-time basis enables pupils to experience the full breadth of early learning, supported by excellent teachers, high-quality resources, and exceptional teaching practice.

Research consistently shows that children who engage in structured early-years education enjoy stronger cognitive development and smoother transitions into later schooling. Within College's Reception classes, children learn through play, exploration, and guided discovery, laying the strongest possible foundations for literacy, numeracy, and lifelong learning. Our experienced staff ensure that each child feels known, valued, and challenged, helping them to flourish academically, socially, and personally as they prepare confidently for their onward journey through school.

1. Introduction

1.1 These EYF Scheme Terms and Conditions set out the basis on which College EYFS provides early years childcare and education under the EYF Scheme which is offered within the Early Years Foundation Stage (EYFS) framework.

1.2 These EYF Scheme Terms and Conditions are supplemental to the College's standard Terms and Conditions to which the parents agreed when accepting a place for the child concerned (Parental Terms and Conditions).

1.3 As between the parents and College, these EYF Scheme Terms and Conditions form part of the Parental Terms and Conditions and, therefore, the contractual relationship between the parents and College. The Parental Terms and Conditions shall continue to bind the parents in full except where it is varied under these EYF Scheme Terms and Conditions.

2. Admissions and Registration

2.1 There is no registration fee for families accessing only the 15 hours of government-funded childcare under the EYF Scheme.

2.2 Parents requesting additional paid sessions beyond the funded entitlement will be subject to the standard registration and acceptance terms as set out in the Parental Terms and Conditions.

3. Funded Hours

3.1 The 15 hours of funded provision under the EYF Scheme equates to two full days of attendance each week in either the Nursery School or Reception.

3.2 Funded hours can be taken across whole days, with hours available for funding between 08:00–12:00 and 13:00–16:30, including a one-hour free lunch entitlement in between.

3.3 A free hot meal will be provided by College for all children attending during their funded hours.

3.4 The 15 funded hours may be taken on any two days of the week, subject to availability. While College EYFS encourages consecutive days to support consistency and learning routines, this is not mandatory.

3.5 Children below statutory school age are not required to attend school full-time until the term after their fifth birthday. Parents may therefore continue to use their 15-hour funded entitlement in Reception if their child has not yet reached compulsory school age.

3.6 This funding is not dependent on children joining College full-time before they turn five.

3.7 It is the parents' responsibility to apply for the free hours of childcare under the EYF Scheme and to reconfirm eligibility with HMRC. College EYFS cannot offer the free hours of childcare without parents' 11-digit code, issued by HMRC.

3.8 College EYFS may withdraw from the EYF Scheme in whole or in part at any time. If College EYFS intend to withdraw from the EYF Scheme we will give parents a term's notice in advance.

3.9 Parents can elect to receive additional services including additional unfunded sessions and / or after-school sessions (known as Tea and Late Stay) which are available for all children and charged for as set out under clause 6 below.

4. Additional Services

4.1 College EYFS offers the children of parents at College EYFS enrichment and extracurricular activities, such as specialist sessions, trips, and enhanced curriculum experiences, that extend beyond the core EYFS framework minimum entitlement.

4.2 These extra-curricular sessions are additional services beyond the 15 hours of funded provision under the EYF Scheme and may include, but are not limited to, Outdoor Learning, Physical Education (PE), Music, French, and any additional activities provided by specialist teachers or external providers.

4.3 Parents electing to participate in these additional services will be responsible for paying additional fees for these services in line with clause 5 below.

4.4 Parents may choose to opt out of these additional services and extra-curricular sessions for their child if they do not wish to participate or be charged for them.

4.5 Participation in these additional services and activities is entirely optional, and no child will be excluded from the funded EYFS provision if parents opt-out of them.

5. Lunches

5.1 All children accessing their 15 funded hours are entitled to a free lunch during the days they attend under the EYF Scheme.

5.2 Families purchasing additional unfunded sessions will be charged for lunches at the standard rate included in the termly fees schedule.

6. Fees and Charges

6.1 Parents are responsible for paying all fees and costs associated with any additional services (including additional sessions) parents elect to receive beyond the 15 funded hours. These additional services are chargeable in line with the published EYFS fee schedule which is updated from time to time.

6.2 Charges for additional sessions, Tea and Late Stay, early drop-off, or extended hours are charged to parents as set out in the EYFS fees schedule.

6.3 Fees are reviewed annually and may be adjusted with notice in line with the Parental Terms and Conditions.

6.4 For full details of payment terms, billing, and debt recovery procedures, parents should refer to the College Parental Terms and Conditions.

7. Deposit and Acceptance

7.1 For families accessing only the 15 funded hours, no deposit or registration fee is required.

7.2 For families combining funded and additional hours / additional services set out under clause 4 above, the usual acceptance and deposit terms apply to these additional services only as set out in the Parental Terms and Conditions.

7.3 In the situation under clause 7.2 above, College EYFS will require parents to pay a £300 deposit to accept a College EYFS place. This deposit will be refunded after their child completes their final term at the College in accordance with the Parental Terms and Conditions.

7.4 The payment of the deposit under clause 7.3 above does not guarantee a place in the Reception class of the College EYFS. The admissions procedure for the Reception class is set out in the Admissions Policy which is available on the College's website. For parents combining funded and additional hours, this includes parents registering their interest and paying a £240 non-refundable registration fee before the half term break of the Autumn term in the child's final nursery year.

8. Payment Terms

8.1 All fees for additional services (including unfunded hours / sessions and optional activities) are payable termly in advance, on or before the first day of each term.

8.2 Failure to pay fees by the due date may result in suspension of the additional (unfunded) sessions and additional services, but funded hours will not be affected and these will remain accessible in line with the EYF Scheme.

9. College EYFS Rules

9.1 It is a condition of remaining at College EYFS that parents and their child comply with the Prep Behaviour Policy available on the College's website.

9.2 It is a further condition of remaining at the Nursery that the child attends for a minimum number of 2 full days per week.

10. Withdrawal and Notice

10.1 Parents accessing only the funded 15 hours who wish to withdraw their child from College EYFS must either give College EYFS half a term's notice or pay College EYFS fees in lieu of notice. Those fees in lieu of notice will be charged at the rate for the half term that would have been the final half term of the child's time at College EYFS, had the parents given half a term's notice. Fees in lieu of notice will become payable by the parents upon demand as a debt.

10.2 Parents accessing additional paid sessions and additional services who wish to withdraw their child from College EYFS must either give College EYFS a term's notice or pay College EYFS fees in lieu of notice. Those fees in lieu of notice will be charged at the rate for the term

that would have been the final term of the child's time at College EYFS, had the parents given a term's notice, as set out in the Parental Terms and Conditions.

10.3 If parents wish to change their child's place at College EYFS by decreasing the number of sessions they attend, parents must either give a term's notice or pay to College EYFS the difference between the fees for the child's existing place and the fees for the child's new number of sessions as fees in lieu of notice.

10.4 If parents wish to change the child's place at College EYFS by increasing the number of sessions they attend, parents must obtain the Head of Pre-Prep's prior written agreement. Parents must also write to College Admissions and receive written confirmation from them that there is space for their child on the days they wish to increase the number of sessions.

11. Review and Updates

These EYF Scheme Terms and Conditions will be reviewed annually or from time to time in line with national EYFS funding guidance, College fee policy updates or for other substantive reasons or to assist the proper delivery of childcare at College EYFS.