

## **Cheltenham College EYFS (Nursery and Reception) Summary of Supplementary Parental Terms and Conditions 2026**

Effective from 1 January 2026

This is a summary of the key supplementary terms and conditions for children attending the Nursery school and Reception class. It is not a substitute for carefully reviewing both the Parental Terms and Conditions for the College as a whole, and the supplementary Parental Terms and Conditions which specifically relate to the Nursery school and Reception class.

### **Background**

Cheltenham College Early Years Foundation Stage (EYFS) participates in the Early Years Funding 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.

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

### **The Benefits of Full-Time Education from Reception**

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.

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**

The supplementary terms and conditions apply to the provision of early years childcare and education at Cheltenham College Nursery School and Reception under the EYFS framework. They should be read alongside Cheltenham College's Parental Terms and Conditions which also apply.

### **2. Admissions and Registration**

No registration fee or acceptance deposit is required for families accessing only the 15 hours of government-funded childcare under the Early Years Funding Scheme.

If your child attends more than 15 hours per week and therefore moves into billable hours (from the third day onwards), a registration fee and deposit will be required in line with the College Parental Terms and Conditions. More information on this is summarised below.

### **3. Funded Hours**

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

Funded hours may be taken across whole days with the hours available being 08:00-12:00 and 13:00-16:30, including a one-hour free lunch entitlement in between.

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

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

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

It is the parents' responsibility to apply for the free hours of childcare under the Early Years Funding Scheme and to reconfirm eligibility with HMRC. We cannot offer the free hours of childcare without parents' 11-digit code, issued by HMRC.

We may withdraw from the Early Years Funding Scheme in whole or in part at any time. If we intend to withdraw from the scheme, we will give parents a term's notice in advance.

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

### **4. Additional Services**

We offer children enrichment and extra-curricular activities—such as specialist sessions, trips and enhanced curriculum experiences—that extend beyond the core EYFS Statutory Framework 2025 minimum entitlement.

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

Parents electing to participate in these additional services will be responsible for paying additional fees for these services as set out below.

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.

Participation in these additional services and activities is entirely optional, and children will not be excluded from the funded EYFS provision if parents opt out of them.

## **5. Lunches**

All children accessing their 15 funded hours are entitled to a free lunch on the days they attend under the Early Years Funding Scheme.

Families purchasing additional unfunded sessions will be charged for lunches at the standard rate as set out in the published EYFS fees schedule.

## **6. Fees and Charges**

All fees and costs associated with any additional services (including additional sessions) parents elect to receive beyond the 15 funded hours are chargeable according to the published EYFS fee schedule. The EYFS fee schedule is updated from time to time.

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

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

For full details of payment terms, billing and debt recovery procedures, please refer to the Parental Terms and Conditions.

## **7. Deposit and Acceptance**

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

For families combining funded and additional hours / additional service, a £300 refundable deposit will be required to accept a place for the child. The deposit will be refunded after their child completes their final term at Cheltenham College in accordance with the Parental Terms and Conditions. The payment of a deposit does not guarantee a place in the Reception class.

The admissions procedure for the Reception class is set out in the [Admissions Policy](#). In addition to a deposit, a £240 non-refundable registration fee is required from parents combining funded and additional hours. The registration fee is due before the half term break of the Autumn term in the child's final Nursery school year.

## **8. Payment Terms**

All fees for additional services (including unfunded hours / sessions and optional activities) are payable termly in advance, no later than the first day of each term.

Non-payment by the due date may result in suspension of additional (unfunded) sessions and services, though funded hours will be unaffected and these will remain accessible.

## **9. Nursery and Reception Rules**

It is a condition of remaining in the Nursery school and Reception class that parents and their child comply with the [Prep Behaviour Policy](#).

The minimum attendance requirement for a child is 2 full days per week.

## **10. Withdrawal and Notice**

Families accessing only the funded 15 hours may withdraw without penalty, provided at least half a term's notice in writing is given. If this notice period is not given, parents will be responsible for paying half a term's fees in lieu of notice.

Families accessing additional paid sessions and services must give a full term's written notice to withdraw their child. If this notice period is not given, parents will be responsible for paying a term's fees in lieu of notice.

Families may decrease the number of sessions their child attend but must give a term's notice to do so. If this notice period is not given, parents will be responsible for paying 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.

Families may increase the number of sessions their child attends but must obtain the Head of Pre-Prep's prior written agreement. Parents must also write to Cheltenham College Admissions and receive written confirmation that there is space for their child on the days they wish to increase the number of sessions.

## **11. Review and Updates**

The terms and conditions for the Nursery school and Reception class will be reviewed annually or from time to time in line with national EYFS funding guidance, College's fee-policy updates or for other substantive or operational reasons.