

Little Lancing Day Nursery & Forest School

September 2026

Day Nursery for girls and boys 2 months - 5 years

5 Coombes Road, Lancing, West Sussex BN15 0RJ

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Little Lancing is open 51 weeks a year, 5 days a week, with the exception of Bank Holidays, 3 annual INSET days and annual Christmas closure from 24 December to 1 January inclusive

Our fees are inclusive of:

all Early Years Foundation Stage activities • meals & snacks • wipes • suncream

Our fees do not include:

formula milk • follow-on milk • disposable nappies

forest school • enrichment programme activities

WEEKLY FEES 0-3 YEARS

Full Day £96.39	Without Funding	With Working Parents EY Funding and including supplementary charges*	With funding & supplementary charges, paid through tax-free childcare account*
5 Days**	£457.85	£280.80	£224.64
4 Days	£385.56	£197.90	£158.31
3 Days	£289.17	£101.51	£81.20

WEEKLY FEES 3+ YEARS & RISING RECEPTION

Full Day £94.55	With Universal EY Funding*	With Working Parents EY Funding and including supplementary charges*	With funding & supplementary charges, paid through tax-free childcare account*
5 Days**	£383.00	£296.40	£237.12
4 Days	£306.90	£215.10	£172.08
3 Days	£212.35	£120.55	£96.44

* These figures are net of funding and include the supplementary charges listed overleaf.
Discoverers children aged 3+ pay slightly less as they do not access the Enrichment Programme until they join the Rising Reception rooms

** Includes 5% discount per week for full-time booking

Breakfast Club 7.30am to 8am and Early Evening 6pm to 6.30pm at £6.30 per session, for all ages.
These may be booked ad hoc, subject to availability, or as part of a regular booking pattern.

Fees

- Fees are always payable, whether the child attends or not. There is no charge for the annual closure period, for INSET days or for bank holidays that fall at other times of the year.
- Fees are calculated per week and invoiced monthly in advance. Please note invoice totals vary depending on whether there are four or five weeks in the month.
- The move to the 3+ fees takes effect after the child's third birthday.
- Payment of fees are payable by direct bank transfer (details will be given on monthly invoices).
- Childcare vouchers and tax-free credits are also accepted but please allow extra time for the providers to process these payments. Please quote your child's surname on payments made.
- Entry to the nursery may be restricted if fees are outstanding.
- We require eight weeks' notice for chargeable hours, or four weeks for funded hours, to reduce or terminate a booking.
- We offer a sibling discount of ten per cent on the eldest child while both are attending Little Lancing, and five per cent on day bookings of five days a week.
- Please contact the Nursery Office for more information or a fee quotation.

Late Payment

Late payments, made after the 10th day of the month, will attract a £21.00 charge for each week the fee remains outstanding.

Late Collection

- Late collection will be charged at £10 for up to 15 minutes after session end and at £20 for between 15 and 30 minutes after session end.
- Collection after 6.30pm will attract a further £30 surcharge, making a total of £60.

Admissions

- We prioritise bookings of three or more days per week but will consider one or two day bookings, subject to availability. We do not routinely offer half day sessions.
- A payment of £250 is required to secure the place, once sessions are confirmed by us.
- £50 of this payment is a non-refundable registration fee and £200 is an entry deposit, refundable on child leaving Little Lancing, provided the minimum of eight weeks' notice for chargeable hours is given of leaving date and account is clear. Places are not confirmed until deposit has been paid.
- No registration fee or deposit are required for funded-hours-only places but will be need to be paid at a later stage if parents wish to increase bookings or access additional services.

Early Years Funding

We offer up to 11 or 22 hours per week, depending on the type of funding. This is stretched across 51 weeks a year, split into three terms (dates are set by the LA). Funding is applied for a maximum of 10 hours per day between 8am and 6pm.

At Little Lancing we offer:

- **Early Years Learning for 2 year olds (LA Issued) - up to 11 hours per week** for families meeting the LA eligibility criteria. Parents may also be eligible for up to 11 hours Working Parents Early Years Funding.
- **Universal Funding for 3 & 4 year olds - 11 hours per week** from the term following a child's third birthday up until they reach compulsory school age. Little Lancing will apply for this funding.
- **Early Years Funding for Eligible Working Parents for children aged 9+ months to 3+ years - up to 22 hours per week** for those who meet the government criteria. All funding for working parents starts from the term following a child reaching the age specified. It is applied for by families via the government website www.childcarechoices.gov.uk and Little Lancing require parents to share the eligibility reference number issued following a successful application, in order to claim the funding on the local authority portal for nursery care providers. Please see our Early Years Funding Policy for more information. Four weeks' notice is required for funded hours.

Supplementary Charges

At Little Lancing, we request those accessing Universal or Working Parents Early Years Funding to pay supplementary charges. This is because this funding only covers delivery of those elements required by the Early Years Foundation Stage. It does not therefore cover meals and consumables. Please contact the Nursery Manager if you wish to discuss any aspect of these charges.

9+ months to 4+ years with Working Parents EY Funding £24.40 per week for meals

3+ years with Universal Funding £12.20 per week for meals

We also offer optional Forest School to children aged 3+ and an Enrichment Programme for Rising Reception. These are not included in our standard fees or covered by EY Funding. These are charged as follows: £11.50 per week for Forest School and £9 for the Enrichment Programme.

Early Years Funding Hours Only Bookings

Supplementary charges are not made for those accessing **only** Early Years Learning for 2 year olds (LA Issued) **or** Universal Early Years funded-only hours for 3 and 4 year old children. Places are subject to availability, please contact the Nursery Manager for further information. More information about Early Years funding and how to apply for funding is available from:

www.childcarechoices.gov.uk