

Walford Nursery & Primary School
Walford
Ross on Wye
Herefordshire
HR9 5SA



Ms Louise George
Headteacher
BA (Hons) MA NPQH

Tel: 01989 562209 /
01989 762898

www.walfordprimaryschool.co.uk

admin@walford.hereford.sch.uk

Thursday, 11th December 2025

Dear Parents and Carers

Following a thorough review of our nursery fee structure, I am writing to inform you of some important updates in line with the new Early Years Foundation Stage (EYFS) funding and charging guidelines, effective from **January 2026**. These changes aim to improve transparency and support for working families.

✿ What is Changing & Why

Under the updated Department for Education guidance:

- **Funded hours should be completely free** – you will not be charged for 15 or 30 hours provision.
- We must publish and itemise all voluntary charges by **January 2026**, and clearly separate:
 1. Funded hours (charged as £0)
 2. Additional private paid hours
 3. Optional food charges
 4. Optional non-food consumables (e.g. nappies, creams)
 5. Optional activities
- All charges for meals, snacks and consumables are **optional** and will not affect your access to the free entitlement. **You are entitled to opt out and supply your own provisions, at no extra cost.**

These adjustments follow legal and financial standards designed to ensure families can access free childcare fully and fairly.



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New Fee Structure (from January 2026)

All funded hours will be FREE. The following optional extras will be charged separately:

- **£3.00 - daily breakfast** (cereal, toast, jam/marmalade, juice, fruit)
- **£5.00 - daily lunch / snacks** (morning / afternoon snacks and a 2-course lunch, fruit, yogurt)
- **£3.00 - daily consumables** (nappies, creams, wipes, etc.)

Please note, there will be charges for the following:

- **£8.00 - Late Collection charge** – a fee will apply if your child is collected after the end of designated session times. This charge will automatically be added to invoices.
- **£3.00 - Session Modification charge** – modifying session patterns, adding sessions will incur a small charge per change.
- **£8.00 (per hour) - Additional Hours** beyond your funded entitlement. Additional hours can only be booked per session.
Please note, adhoc additional sessions are available on request and are not included in your funded hours, therefore, will be charged as additional hours.

Daily Charges

Item	Cost
Breakfast	£3.00
Lunch & Snacks	£5.00
Consumables (nappies, creams, wipes)	£3.00
Late Collection Fee	£8.00
Session Modification (per change)	£3.00
Additional Hours	£8.00

Session Times & Additional Hours

Session	Time
Early Morning	7:45 am – 8:15 am
Morning Session	8:15 am – 12:15 pm
Afternoon Session	12:15 pm – 3:15 pm
Wraparound	3:15 pm – 4:15 pm
Late Wraparound	4:15 pm – 5:30 pm

Additional Opportunities

At Walford Nursery, we pride ourselves on the **wealth** and **breadth of experiences** we provide for all children each week. These include but are not limited to:

- **Yoga sessions**
- **PE and Dance with ProStars**



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- **Forest School**
- **Music**

These activities enrich your child's learning and development beyond the statutory curriculum. To help us to continue to offer these high-quality experiences, we kindly ask for a **voluntary contribution of £5.00 per week**. This contribution supports the costs of specialist instructors and resources required for these sessions.

Why These Changes Matter

We understand how crucial reliable childcare is for families. These changes will:

1. **Increase transparency** – clear breakdown of any costs.
2. **Support choice and flexibility** – you decide which optional extras suit your family.
3. **Assist working families** – funded hours remain uninterrupted and free at the point of use.
4. **Ensure compliance** with statutory guidance and promote equitable access for all children.

What You Need to Do

1. **Review and opt-in** to any optional extras (food, consumables, additional hours).
2. **Submit any desired changes** to your session pattern by **Friday, 19th December 2025**, to ensure smooth transition in January 2026.
3. **Complete attached form to update details and session pattern before Friday, 19th December 2025** to ensure smooth transition in January.

Important: Renew Your Childcare Code

To ensure your child continues to receive funded hours from January 2026, please **renew your childcare code** before **31st December 2025**.

- Your childcare code is **11 digits**, usually starting with a '5'.
- Renewal is the **responsibility of parents/carers**.
- An **invalid or expired code will mean funded hours cannot be applied**, and you will be charged for sessions at the standard hourly rate.

How to Renew Your Childcare Code:

1. Log in to your childcare account at www.childcarechoices.gov.uk.
2. Check your current code and renewal date.
3. Complete the renewal process promptly to avoid disruption to your funding.

If you need assistance, please contact:

HMRC Childcare Service Helpline - 0300 123 4097



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We aim to make these changes as straightforward as possible whilst continuing to deliver high-quality, caring and inclusive early years education. Please bear with us whilst we update Family and develop itemised invoices.

If you have questions or wish to discuss your child's nursery sessions, please contact the school administration team to make an appointment.

Thank you for your continued partnership and support, it is greatly appreciated.

Yours sincerely



Ms Louise George
Headteacher



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Walford Nursery School



Nursery Session & Optional Extras Confirmation Form

Please complete all sections clearly and return to Nursery or the School Office
before Friday, 19th December 2025.

PLEASE NOTE: Any forms received after this date will lead to a delay in changes to fees. Forms will not be accepted unless all details are complete.

Child's Name:		Date of Birth:	
Parent / Carer Name:		Parent / Carer Name:	
Contact Number:		Contact Number:	
National Insurance Number:		National Insurance Number:	
Childcare Code (11 digits, usually beginning with a '5':			

Select Sessions (please tick):

	Monday	Tuesday	Wednesday	Thursday	Friday
Early Morning (7.45am – 8.15am) Funded Hours: £0.00 Unfunded Hours: £4.00					
Morning Session (8.15am – 12.15pm) Funded Hours: £0.00 Unfunded Hours: £32.00					
Afternoon Session (12.15pm – 3.15pm) Funded Hours: £0.00 Unfunded Hours: £24.00					
Wraparound Provision (3.15pm – 4.15pm) Funded Hours: £0.00 Unfunded Hours: £8.00					
Late Wraparound Provision (4.15pm – 5.30pm) Funded Hours: £0.00 Unfunded Hours: £10.00					

- Please note, lunch is not available if only attending for an afternoon session.
- Unfunded hours will be applied once your child's 15 or 30 funded hours have been used.



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Optional Extras:

		Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast (cereal, toast, jam/marmalade, juice, fruit)	£3.00					
Lunch / Snacks (am/pm snacks and a 2-course lunch, fruit, yogurt)	£5.00					
Consumables (nappies, creams, wipes, etc.)	£3.00					
Voluntary Contribution (ProStars PE / Dance, Yoga, Forest School, Music, etc.)	£5.00 per week					

- ***Please note, the voluntary contribution does not include off-site trips or one-off events. Charges will be applied separately on an event-by-event basis.***
- ***By opting out, you are agreeing to supply all meals, snacks and consumable items.***

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Parent / Carer Declaration:

I have read and understood Walford Nursery & Primary School's Nursery fee structure 2026.

Parent / Carer signature: _____

Date: _____



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