ALLEYN'S

REGENT'S PARK

Early Years Funding Policy

September 2026

1. Introduction

Alleyn's Regent's Park is a registered provider under the Early Education Funding for eligible 3 and 4 year olds, which entitles parents to up to 15 hours per week of free entitlement funding, up to a maximum of 570 hours each year, over a minimum of 33 weeks of the year split into three Funding Blocks. Each child can benefit from a maximum of six Funding Blocks from the start of the first Funding Block following their 3rd birthday.

Alleyn's Regent's Park offers up to 15 hours of free entitlement funding; there are no plans to extend the scheme beyond 15 hours per week.

2. Eligibility

Eligibility is based on the birth date of the child as follows:

- A child born between 1st April and 31st August (inclusive) will be eligible from the start of the Autumn Funding Block from the 3rd birthday.
- A child born between 1st September and 31st December (inclusive) will be eligible from the start of the Spring Funding Block from the 3rd birthday.
- A child born between 1st January and 31st March (inclusive) will be eligible from the start of the Summer Funding Block from the 3rd birthday.

New parents must complete a Parent Contract supplied by the local authority in respect of any child for whom the Early Education Funding Entitlement is being claimed.

3. Funded and additional hours

Within each session, three hours (mornings from 8.30am to 11.30am) will be provided as Early Years Funding to those children who qualify for the Early Years Grant. The additional hours for each session in excess of the Early Years Free Entitlement will be charged at the privately funded rate for each separate session.

4. Offers

To qualify for Early Education Funding a child must attend a minimum of five morning sessions each week. Places for any session are not guaranteed, are strictly subject to availability and staffing ratios, and are granted on a 'first come, first served' basis. The school reserves the right to withdraw from this Scheme at any time.

Availability is assessed on an ongoing basis, considering any leavers or room moves. We will inform you if a place becomes available. If your child does not receive a place to start at the requested time, they will remain on the waiting list until a place becomes available or until you request for them to be removed.

5. Acceptance of a place

When you are offered an Early Education funded place, you will be given 48 hours to accept the place. If you do not accept the place within this timeframe, we will offer the place to the next family on our waiting list.

6. Invoicing and additional services

For children attending on the 15 hours free entitlement funding basis, this will be shown as a zero cost on each invoice submitted to parents.

Please note the Early Education funding allocated by the council is for 33 weeks per year, a maximum of 11 weeks per term. Any additional weeks that your child attends that are not covered by the 33 weeks of funding will be considered an additional service. This will be billed each term at the advertised rate.

Additional services such as meals, and services such as trips, breakfast clubs, tea clubs, holiday clubs and specialist tuition, are also not included in the Early Years Free Entitlement. Optional extras and additional services booked by parents will be charged in advance.

7. Meals and food

It is the policy at Alleyn's Regent's Park to encourage all children to eat the food provided by the School and Nursery. This is a safeguarding measure designed to reduce the risk from hazards such as allergens (we are a 'nut free' setting), food poisoning and choking. In addition, the policy helps us combat food inequality, promote communal, healthy eating and enables us to embed mealtimes within the wider curriculum, where children learn about specific foodstuffs and then eat them. It also encourages children to use cutlery and to enjoy the whole dining experience in readiness for moving into compulsory education. Please refer to Appendix 1 for prices.

8. Notice of withdrawal

Written notice of the removal of a pupil must be received by the Head before the first day of term at the end of which it is to take effect. In the absence of the appropriate written notice, the school fee for the following term must be paid and the fee deposit will be offset against any outstanding fees due.

Dated: September 2026

Tom Le Tissier
Headteacher

Appendix 1

Full fee information is published on the school website: School fees – Alleyn's Regent's Park

Early Education Funding (EYF) for eligible pupils

Alleyn's Regent's Park is pleased to offer 15 hours of free entitlement funding under the Government's Early Education funding.

Free Entitlement Fee Sheet – Autumn Term 2026			
3-4 years funded hours	**Times for funded hours at zero cost**	**Additional hours**	**Cost for additional hours**
15 hours	8.30am – 11.30am	11.30am onwards, see below	See table below

Three and four year olds can claim their 15 hours of free entitlement at Alleyn's Regent's Park from the term after their third birthday. All hours in addition to the Early Years Free Entitlement are charged at the advertised rate and are also payable via Childcare Vouchers.

Option 1 (inclusive of 15 funded hours at £0.00)

Fees in this option are for parents wishing to book additional sessions which are inclusive of morning snacks, local school trips and events.

Additional sessions (September 2026)	**Termly**
Pre-Reception (full-time) — 11.30am to 3.00pm (see our after school provision for charges after this)	£6,990.10
Reception (full-time)** — 11.30am to 3.00pm (see our after school provision for charges after this)	£6,666.10
Lunches, 5 days	£450
Refundable Deposit*	£2,000
Registration Fee*	£240.00

*Please see website for international deposit details.
**Prices exclude VAT.

Option 2

The 15 hours of free entitlement is delivered free of charge for parents wishing to access the funded hours only. This option does not include school trips or events. These are considered optional additional services which are billed termly.

15 hours free entitlement only (8.30am – 11.30am)	**Termly**
5 x morning sessions, 15-hour free entitlement, 8.30am – 11.30am (11 weeks per term)	£0.00

Morning snacks	£80
Trips & Forest School	Price varies per trip
Refundable Deposit	£50*
Registration Fee	N/A

*Refundable after one month of attendance. This deposit will be retained if the place is not taken up once the place is accepted and the deposit paid.

Meals

We offer all children a varied and exciting series of menus using quality locally sourced ingredients at an additional cost.

Lunches cost £450 a term. To control risks associated with allergens, we do not permit packed lunches. Where pupils attend for funded hours only, these contributions are voluntary.

Lunch is billed termly alongside the school fee invoice, with any additional sessions or services booked being billed separately.

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Document sponsor (role)	Executive Principal / General Manager
Document author (name)	Finance Manager, North Bridge House & Alleyn's Regent's Park
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