



Olivers Lodge – Parental Consent Form

Following the latest guidance update (today), please see below:

Key Changes:

- ✓ **Fixed Session Times** – We have removed flexibility, and all funded hours must now be taken within set session structures.
- ✓ **No Additional Extras** – To align with funding regulations, we will not charge for additional services, except for an optional lunch at our Nursery setting.
- ✓ **Flat-Rate Sessions** – All non-funded hours are charged at a standard session rate, as outlined below.
- ✗ **No Artificial Breaks** – All funded sessions will run **continuously**, with no enforced gaps or unpaid breaks between hours.

New Session Structure from 1st April 2025

Session	Time	Private Fees	Funded
Early Drop Off	07:30 – 08:00	£5.00	£5.00
Breakfast Club	08:00 – 09:00	£10.00	£10.00
Funded Session	09:00 – 15:00	£60.00	FREE
Extended Session	15:00 – 16:00	£10.00	£10.00
Late Stay	16:00 – 17:00	£10.00	£10.00
Late Late Stay	17:00 – 18:00	£10.00	£10.00

Next Steps

Olivers Lodge Tallards, High Street, Newport, Saffron Walden, Essex CB11 3PQ

Telephone 01799 540709 Email info@olivers-lodge.co.uk

www.olivers-lodge.co.uk

Registered in England No. 04544711 Registered office as above



Please complete and return this form to confirm your child's attendance based on the new session structure.

Parent/Guardian Confirmation

I, _____ (Parent/Guardian Name), confirm that I have read and understood the new session structure and funding model.

I confirm that I am happy with my child's current booking under the new session structure.

I confirm that I require a cooked lunch at a cost of £3.00 (Newport Nursery Only)

I request a change in my child's hours (please specify below):

New requested hours: _____

I understand that all non-funded hours will be charged at the standard rates listed above.

Child's Name: _____

Parent/Guardian Signature: _____

Date: _____

Terms & Conditions

- A minimum booking of two days per week is required to secure a place at Olivers Lodge – these cannot be half day.
- Optional trips may be offered at an additional charge. These will be pre-planned, communicated in advance and will require parental permission.
- Funded hours are only applicable to set session structures. Day session; 0900 – 1500 (minimum of 2 x per week) plus either an afternoon or morning session of 0900-1200 or 1200-1500.
- Stretched funding is available:

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- If eligible for 15 hours funding, you can access 11 hours per week year-round.
- If eligible for 30 hours funding, you can access 22 hours per week year-round.
- Funded hours will be deducted from your booked sessions, and any additional hours beyond this will be charged at a flat rate of £10 per hour.
- Lunch Club Options (Newport Nursery Only):
 - You may purchase a meal
 - You may provide a packed lunch (must adhere to Olivers Lodges healthy eating and allergen policy).
- Lunch Club Options (Newport Pre-School and Saffron Walden):
 - You may provide a packed lunch (must adhere to Olivers Lodges healthy eating and allergen policy).
- Zero-fee places are limited to three per room/age group. To apply, contact the main office for availability or to join the waiting list.
- Zero-fee places are available Monday – Friday 0900 – 1500.
- Meals & Snacks:
 - Breakfast and afternoon tea are included in the session fees.
 - Packed lunches must adhere to Olivers Lodge's healthy eating and allergen policy.

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