Hillside Pre-School (Chorleywood) Ltd
Hillside Free Church Hall, Hillside Road, Chorleywood WD3 5AS
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www.hillsidepreschool.co.uk

Chorleywood, 12th October 2011

Dear Parents and Carers,

The Committee has just completed its annual financial review and due to increase in costs and reduction in government funding, we regretfully have to implement a price increase from £16.50 to £18 per session (9.15 to 12.15), from January 2012. We are pleased that we are able to continue to offer lunch club at the same price. Sessions can be booked in advance or on an ad hoc basis at £6 per session (12:15 to 13:30).

Children are still entitled up to 15 hours free per week, **the term following their third birthday** (no change from current arrangement). The 15 hours free per week can include lunch club sessions if these are booked in advance at the beginning of each term. We give parents whose children are entitled to government funding the necessary forms to be completed at the start of each term. The autumn 2011 funding period runs from the 1st of September until the 31st of December 2011. The spring 2012 funding period runs from the 1st of January 2012 until the 31st of March 2012 and the summer funding period runs from the 1st of April 2012 until the 31st of August 2012. Please note that the funding calendar is established by Hertfordshire County Council and usually differs from the pre-school and local schools terms and holidays calendar.

We kindly would like to remind parents and carers that a reduction to the number of days a child attends the pre-school or a cancellation of a child place at Hillside is subject to a 4 weeks notice. We really appreciate your cooperation in this matter as it enables us to administer the admissions process in a smooth and fair manner.

We are working hard to reduce costs in an increasingly challenging financial time in order to concentrate resources on providing a first class care and experience for the children.

If you have any questions about any funding issues, please do come and speak to Emma or any member of the Committee.

Yours faithfully,

On Behalf of Hillside Pre-School (Chorleywood) Ltd Committee
Mrs Janice Game
Committee Secretary

Registered as company limited by guarantee in England & Wales
Registered office: Hillside Free Church Hall, Hillside Road, Chorleywood, Herts WD35AS
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