



# Fee Structure and Key Information

April 2025

## Fees from April 2025:

Full Day - £60\*

School Day - £50\*

08:00 - 16:30

09:00 - 15:00

\*Price includes Forest School Fee (see below)

## Before / After school club

Before school £8.50 per session

After school £10.00 per session

## Forest School Fee

A Forest School Fee of £15 per day applies for a Full Day and £12 for a School Day. This includes:

- Extra-Curricular Activities which includes, but is not limited to, Forest School Set Ups, Spanish, Rhyme Time
- Snacks & Water
- Non-food consumables such as wipes, nappy bags, fuel for our unique fire, suncream, toiletries
- Off-site trips
- Site Maintenance
- Christmas / Summer Party
- Access to Blossom (our online platform)

## Other Applicable Charges

Swap Day - £10

Late Fee - £5 for every day

Late Pick Up - £5 for every 5 minutes late.

## Forest School Welcome Pack

A Forest School Welcome Pack charge of £50 is required to secure your child's Forest School place. This will provide you with 2 settle sessions (the first one being a one-to-one meeting with your child's key worker) before their start date and the provision of Forest School waterproof coat and dungarees. This fee is not compulsory, however, if you choose not to take the Welcome Pack you must provide your child with suitable kit as advised by ourselves, and settling sessions will not be provided.

## Childcare Contract

Our year runs from September through to August to coincide with the school year. We are open for 50 weeks closing only for 2 weeks over Christmas (which is not chargeable). As such, if there is

space, we can start your child as soon as they turn 2 (subject to availability). Please note that we do not offer term-time only contracts.

## Funding

15 and 30 hour funded children are accepted

Government childcare funding is provided for 38 weeks of the school year. As we are open for 50 weeks of the year, the funding provided is stretched over the 50 weeks to ensure that your monthly invoicing is a similar amount each month, with no surprises.

Please note that we cannot and will not over-claim on your funding. If your child only attends 1 day per week and is not in any other childcare setting (using funded hours) we will only claim the maximum number of hours possible to cover the stretched period of 50 weeks.

Likewise, if the funded hours are being claimed by another setting, we will not be able claim the hours if they are already being used.

Please note that our Forest School Fee applies to all funded days of attendance.

## Napping

We do not have napping facilities at Wild Explorers due to our outdoor setting, so we would recommend that when your child starts, they no longer depend on daily naps.

However, we will always take into account your child's welfare and if they do fall asleep whilst on site, we will make them as comfortable as possible and contact you for a decision on whether to let them sleep (they will be supervised) or whether to wake them up.

## Toileting and Toilet Training Policy

### Toileting

Children will use the composting toilet when in the setting. A practitioner will accompany them and assist if needed, but children are encouraged to wipe themselves and a practitioner will check to ensure they are cleaned thoroughly. A further staff member will be available to supervise and assist where required.

Children are encouraged to maintain their own hygiene by washing or sanitising their hands. They will be reminded, or assisted, by the accompanying practitioner.

The toilet door is to remain open during use for the children with a privacy curtain pulled across for safeguarding purposes.

### Nappies

Nappies are changed as and when needed, and routinely before lunch and later in the afternoon. Wet nappies can be changed standing up to avoid stripping the children causing them to get cold. When changing soiled nappies, again as many layers are left on as possible to prevent chill. The children are welcome to come in pull-ups, however normal nappies are preferred for changing times as they can be changed without fully stripping the child (again to prevent them getting cold). The exception to this is if a pull-up is being used to aid toilet training.

Nappies are changed in the shed or cabin in an area to allow the child privacy, but so the practitioner is in full view to ensure safeguarding. Parents are to provide nappies and can provide wipes and cream from home if preferred. Otherwise, Aldi own brand sensitive wipes and

Sudocrem will be used (permission attained on Blossom). See Infection Control and Hygiene policies on our website for further details.

### Toilet training

On site we have 2 compost toilets: one in the nursery and one by the cabin. We do not have a potty as without running water it is not possible to keep it sanitised. Therefore, it is important that children can use the toilet at home prior to starting toilet training with us.

As we are an outdoor nursery, from experience, we have found it easier to assist with toilet training in summer. As you can imagine, in winter children are wearing more layers which interferes with their ability to recognise when they need to toilet. More layers also means they will be on the toilet for longer due to the time required to undress them which can also result in the child relieving themselves prematurely. As and when accidents do happen, the children run the risk of getting cold whilst we change their clothing.

We regularly ask the children if they need the toilet, but we do still rely on the child's language, understanding, and ability to communicate their need to use the toilet. If your child is newly toilet trained will ask them more frequently, usually hourly.

If parents / carers wish to use pull-ups in the interim and have staff take their child to the toilet to help get used to the routine and facilities, we find this helps them to adjust well.

Finally, if your child is toilet training, please provide plenty of spare clothing including underwear, t-shirts, trousers, socks, waterproofs and wellies.

### **Attendance Policy**

We will aim to ensure that attendance / punctuality is monitored effectively and reasons for absences / lateness are recorded promptly and consistently.

#### **Parents / carers will:**

- Provide up-to-date contact numbers and change of address.
- Ensure that their child arrives at Forest School on time, has had breakfast, and is appropriately dressed.
- Offer a reason for any period of absence, preferably before the absence or on the first day of absence.
- Keep requests for changes to a child's regular booking pattern to a minimum.
- Work closely with Forest School to resolve any problems that may impede a child's attendance.
- Let Forest School know in advance of family holidays.

#### **Forest School will:**

- Develop effective strategies to promote and maintain attendance and punctuality.
- Record and monitor the punctuality and attendance of children in the register of attendance.
- Do registration twice per day, once at the start of the morning session and once after lunch. Regular head counts are also done throughout the day.
- Record in the register whether a child is present or absent. If absent, record the reason for the absence.
- Absences which are not notified by parents / carers will be followed up by a phone call from Forest School by 10am. If we are unable to reach parents / carers by phone, we will message via Blossom and if there is still no response we will ring the emergency contact. Forest School have a duty of care to make note of patterns and trends surrounding poor attendance. Prolonged or regular absence without parent / carer notification where Forest School has been unable to contact emergency contacts may result in a referral to social care services or a police welfare check.

- Encourage open communication channels between home and Forest School.
- Provide a nurturing, inclusive and adaptable environment that supports all learners, including those with additional needs, wherever we are able.

## Food and Nutrition Policy

We prepare snacks on the premises and the children bring their own packed lunch. As we are an outdoor setting we don't have access to refrigeration. Lunches are kept in the cabin away from direct sun and wildlife. Parents / carers are advised to include a cool pack in the packed lunch, and we will ensure food is consumed within 4 hours of arriving onsite.

Parents / carers are asked to provide cutlery for children; however, we will keep some spare disposable cutlery on site in case a child hasn't got any.

All staff have completed their level 2 in Food Hygiene.

Snacks given to the children contain no allergens and are brought onsite by the manager or deputy manager only (see Allergies Policy). Any dietary restrictions will be identified during the first settling session one-to-one with your key worker.

Single use gloves must be worn when handling food.

We will provide information to parents / carers regarding portion sizes, healthy eating, packed lunch guide and advice to avoid choking on our website, notice board, Blossom and in our welcome information. We will also signpost parents / carers to where to get support for low-income families, such as NHS healthy start.

Staff will encourage independence and support children to open their own lunches and the packets within them. Staff will sit and eat with the children to model good behaviour and eating habits and how to open packets independently. They will also encourage conversation and socialisation over lunch time. Staff will be positioned around the table to enable them to see all the children's faces to look out for choking or adverse reactions. A first aider must always be present at mealtimes.

All small fruits and vegetables must be chopped such as grapes, blueberries, and cherry tomatoes, and all fruit should have pips and stones removed such as cherries, plums and apricots.

As per early years government guidelines, there are several foods that are considered a choking risk to children under 4. These include:

- Marshmallows
  - Popcorn
  - Sticky sweets (including gummies and Haribo)
  - Hard candies
- 
- Lollies
  - Smarties or chocolate eggs
  - Chocolate eggs with small toys inside

We are unable to accept any of these foods to hand out to the children and have a right to withhold them to avoid any risk of choking. If we do withhold products, we will give them back at collection.

All products must not contain any nuts as we are a **strictly nut-free** setting.

# Healthy Lunch, Happy Kids!



Ensuring your child receives a balanced diet is essential for their growth and well-being. A nutritious lunch is a key part of this. A lunchbox should contain a mix of the following:

## Fruits & Vegetables

Include colorful fruits and veggies for vitamins and fibre. Aim for "5 A Day."



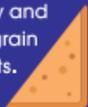
## Proteins

These are the building blocks for growth and repair. Lean meats, poultry, fish, eggs, pulses, and tofu are good choices.



## Starchy Foods

Whole grain bread, rice, pasta, and potatoes offer energy and vital nutrients. Use whole-grain versions for added benefits.



## Dairy or Alternatives

Include milk, yogurt, cheese, or fortified alternatives for strong bones and teeth.



## Watch Out for Sugars and Fats

It's important to be mindful of the sugars and fats in your child's lunch. Keeping these in check ensures a healthier meal for their growing bodies.



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## Sun Protection

We will provide Lacura Sun factor 50 sun cream unless parents / carers request and provide a separate product. Permissions will be recorded on Blossom. Parents / carers must provide a sun hat in summer months, and warm hat and gloves in the winter months.

We will ensure that your child is wearing sun cream and wears a hat. We will also avoid spending prolonged periods of time in the direct sun during the hottest part of the day, and when out will

try and protect your child by finding shady & covered areas. We request that closed toe shoes are provided as well as long trousers.

## Fluid intake

This is particularly important in warm weather conditions to avoid dehydration. During hot weather children will regularly sit for stories and quiet time and be encouraged to drink.

## Weather

We will monitor the weather daily and make the decision to go into the cabin if the children are too cold or wet. Children will be kept in the cabin if winds reach over 40 mph or during thunderstorms. Children must arrive appropriately dressed for the weather and practitioners may refuse entry or ring parents / carers if a child isn't adequately dressed and therefore may

be at risk. There is no specific temperature threshold that mandates school closure due to heat. This is to be risk assessed individually by the setting based on the vulnerability of the cohort and the conditions on that day. Staff may impose alternative measures rather than closure such as revised clothing, water play and quiet activities. Staff have the right to close early if remaining open is deemed unsafe due to adverse weather conditions.

If you have any concerns regarding the health and safety of your child, please discuss them with us.

## **Clothing**

It is important that all children arrive at Forest School ready in appropriate footwear, dungarees and waterproof coat (unless advised otherwise) as even in the summer months the ground can be wet in the morning. Staff have the right to refuse entry or send a child home if they feel a child isn't dressed appropriately for the weather and may be at risk. Staff will complete an ongoing dynamic risk assessment throughout the day to ensure children are dressed appropriately and are safe and well, taking layers and waterproofs off if necessary. It is essential children wear long trousers even in summer months to protect against cuts, scratches, brambles, nettles and insect stings and bites. Long sleeves are preferable but can be compromised on in hot weather if assessed to be safe and the child is wearing adequate sun protection. Please see below.

Adjustments to clothing for SEN can be done if it is risk assessed and considered safe. Safety is paramount, therefore things to consider would be the environment, weather for that day, period of time, and staffing available. For example, accommodations such as going barefoot to support sensory needs could be facilitated as part of an activity or for a limited amount of time, as long as there was an area where it was safe to do so and enough staff to supervise. Children should still come in to Forest School fully dressed at the start of the day. All parents / carers should be made aware that adjustments for SEN would be dependent on risk assessment and safety.

# WHAT TO WEAR

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**Summer clothes**  
Long sleeves and long bottoms. No shorts or short sleeve t-shirts. Arms and legs to be covered to protect from; scratches, insects, the sun.

**Waterproofs**  
Dungaree style waterproof bottoms. No all-in-one suits. We offer new starters to purchase Didriksons waterproofs upon joining.

**Coats**  
Coats with poppers are best. Zips get stuck with all the muddy play! Elastic fabric cuffs get wet and stay wet. The same coat year-round, use layers underneath.

**Label everything!**  
Bags, hats, gloves, sun cream, water bottles, clothes, EVERYTHING. Nametags.com are great.

**Bags**  
Something your little one can carry. Plus a separate lunch bag. No shopping bags. New starters can purchase a small backpack from us when joining.

**Gloves**  
Wool gloves soak up water, leaving freezing fingers. We recommend gauntlet style mittens. You can buy your own or you can use ours.

**Footwear in summer**  
No open toe footwear. Trainers or wellies on wet days.  
**Spare**  
2 sets of; underwear, socks, tops, bottoms. A jumper. Spare trainers.

## WHAT TO WEAR TOP TIPS

**Clothing fabric**  
Lightweight fabric in the summer. Thicker or fleece material in the winter. Elastic waistband for ease toileting. No denim.

**Footwear in winter**  
Thick wool socks under snow boots in winter. A single pair of socks and wellies will mean cold toes.



 Children are required to bring their own packed lunch and water – all snacks are provided.

 If required, please supply nappies for your child – wipes are provided.

 Please ensure your child is dress appropriately for the season / weather – including the chance of adverse conditions\*

 Please see our website for all policies including safeguarding and health and safety.

\*Please make sure your child **has a waterproof coat with them at all times**. Long trousers and Long-Sleeved T-shirts are needed **ALL year round**, regardless of the temperature, due to nettles being presents and trip hazards. Please note that you will be required to come and collect your child if they are not dressed in suitable clothing. Wild Explorers will not be held responsible for any damage / staining to clothing so please send children in clothing that is appropriate for outdoor learning and play.

For more information contact us:

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