



Approved by Headteacher	October 2022
Review	Autumn 2023

Nursery Late Collection Charge Policy

Policy statement

In the event that a child is not collected by an authorised adult at the end of a session/day (11.45am, 12.15pm, or 3.15pm), the setting puts into practice agreed procedures. These ensure the child is cared for safely by an experienced and qualified practitioner who is known to the child.

Aims

To try to prevent the late collection of children. To cover the cost of staff when parents are late.

Procedures

Please see Fees Policy and Procedure for details and charges.

If children are collected later than 1 hour we will implement our Non-Collection of Children Policy.