



Our Kindergarten first opened in September 2018 out of a desire to provide an inspiring and educational environment where our youngest pupils would have an experience that would prepare them for their journey into Reception and onwards. Our Kindergarten is situated in the heart of the Prep School and both children and parents quickly become part of the Wisbech Grammar School community.

During their journey through Kindergarten our pupils are gently introduced to phonics, maths and motor skills through imaginative play sessions linked to specific learning objectives. Furthermore, as they grow they will have sessions with our specialist teachers for example in languages as well as accessing our school facilities for sport and swimming.

From our 2-year-old 'Explorers' continuing onto our rising 3 'Discoverers' through to our rising 4 'Adventurers' their educational journey develops as they grow to prepare them for the next step into Reception.

We accept children into the Kindergarten class following their second birthday.

This information sheet provides you with some of the administrative details of our Kindergarten including session times, funding, costs and dates. But, if you have any questions, or would like to discuss your specific situation please do reach out and we would be delighted to give you a tour of the school and tailor a personalised plan that meets your needs.

## Session Times

Our Kindergarten is open during term time offering sessions that mirror the school day with the same opportunities to arrive for breakfast club at 0745 and to stay through until 1730.

The session times are as follows:

- Mornings only from 0830 to 1230 including morning snack and lunch.
- School day from 0830 to 1610 including snacks and lunch.
- Additional before or after school sessions with
  - Early mornings available from 0745 to 0830
  - Late pick up available from 1610 to 1730 including high tea.
  - Early or late occasional sessions are also available by prior arrangement.

We also offer a holiday club for children aged between two and seven during the School holidays. Our holiday club operates for up to 10 weeks and runs between 0900 and 1530. Further information on this service is available on request.

## Session Bookings

It is our recommendation that each child attends a minimum of 3 sessions each week to ensure that they can settle into the routines of the setting.

Parents are invited to confirm their session requirements prior to the start of each term. We understand that as a child grows older and gets closer to joining Reception, they may wish to increase their time in the setting, and these requests will be accommodated wherever possible. Early notice of such intentions will enable us to manage requests.

Parents can request additional sessions, either in the form of additional days or a longer session (ie an extended day rather than a school day). We will accommodate such requests wherever possible.



### Session Fee

Kindergarten Fee for 2025-26		Adventurer Rising 4 Pre-Reception Year	Discoverer Rising 3 Pre-Adventurer Year	Explorer Early on board from age 2	Holiday Club
Mornings Only (No Funding)	0830-1230	£33.17	£33.17	£37.13	
School Day*	0830-1610	£60.00	£60.00	£68.50	
Extended Day*	0745-1730	£73.00	£73.00	£81.50	
Early Day*	0745-1610	£65.00	£65.00	£73.50	
Late Day*	0830-1730	£68.00	£68.00	£76.50	
Early Occasional	0745-0830	£5.00	£5.00	£5.00	
Late Occasional	1610-1730	£8.00	£8.00	£8.00	
Holiday Club Short Day	0900-1530				£39.50
*3 hours afternoon session at nil charge for those with funding entitlement. Note: this provision is VAT exempt.					

The session fee includes drinks, snacks and meals as provided, although pupils are welcome to bring in their own if preferred.

### Early Years Funding

Our setting provides specialist teaching to our youngest pupils which is a benefit of its co-location with our Prep and Senior Schools. This specialist teaching is focused into the morning sessions when our pupils are most receptive. We are delighted to have this tailored programme of learning through play to prepare pupils for their journey into our Reception class.

This means that we offer all 3 and 4-year-old children the universal entitlement of 15 hours a week of free early education and childcare in the afternoon sessions between 13.00-16.00. As a universal entitlement the School can access this funding and there is no application process required.

Eligibility for this funding is as follows:

A child born on or between...	Will become eligible for Early Years funding from...
1 April and 31 August	1 September following their third birthday
1 September and 31 December	1 January following their third birthday
1 January and 31 March	1 April following their third birthday

Please note that this does mean that the we do not offer 3 and 4-year-old children the additional 15 hours per week, extended entitlement, that is available to eligible working parents. However, you may seek the additional 15 hours from another provider.

From April 2024, the Government have announced that Early Years Funding is being extended to two-year-olds if they have working parents who meet certain eligibility criteria. We are delighted that we will extend our practice of offering 3 hours of funded childcare in the afternoon sessions to these eligible two-year-olds. If you wish to access this funding, you are responsible for applying to the local county council and should do so prior to your child starting in the setting. This can be done via: [www.cambridgeshire.gov.uk/free2s](http://www.cambridgeshire.gov.uk/free2s)

You may also find this website useful to explain the changes: [www.childcarechoices.gov.uk/](http://www.childcarechoices.gov.uk/).



### Fees invoicing

The calculation of the termly invoice will be premised on the actual number of sessions available within each term for the session type requested. This facilitates flexibility in sessions requested each term. For planning purposes please use the following estimation of term length; Michaelmas Term 13 weeks, Lent Term 10 weeks, Trinity Term 11 weeks, but this may vary from year to year.

School fee invoices for Kindergarten pupils may be issued a few weeks into term once Early Years Funding applications and attendance for part time pupils have been finalised. These invoices are payable immediately.

As a School we accept childcare vouchers as a form of payment, and due to the specific nature of the Kindergarten they can be used to settle the full amount of the fees invoice.

The standard 5% sibling discount offered by the School applies to Kindergarten fees.

### Admissions Process

1. Admissions Enquiry: Parents are asked to complete the Kindergarten Admissions Enquiry Form detailing when they would like their child to start and which sessions they require.

The Admissions team will review requests to determine if they can be accommodated. First priority will be offered to those children who already have siblings at the School, with second priority to those already registered for Reception. If there is capacity, you will be sent a pack containing a reservation of place confirmation and a Kindergarten Registration Form.

2. Registration: Parents are asked to complete and return the Kindergarten Registration Form along with the £150 Registration Fee to reserve the place.

Please note:

- if already registered for Reception, there is no further Registration fee payable.
- Parents only wishing to access funded hours are not required to pay a registration fee. This will become chargeable should the child access chargeable hours or wish to register for entry to our Reception class.

3. Settling in Sessions: Parents and child are invited to come into the School for a settling in session to meet the teacher and the start date will be confirmed.

4. Acceptance: Parents are asked to sign an Acceptance Form which includes confirmation that they have read and accepted the School's terms and conditions as presented in the Parent/School contract and pay the Acceptance deposit of £300. Parents only wishing to access funded hours are required to pay the refundable Deposit, which will be refunded to them within 30 calendar days of their child taking up their place with us, or withdrawing prior to start date.

### Further questions

If you have any further questions, please contact the Admissions Team by telephone on 01945 586750 or email [Admissions@WisbechGrammar.com](mailto:Admissions@WisbechGrammar.com).