



CODICOTE PRE-SCHOOL

ST. GILES PARISH CENTRE, BURY LANE, CODICOTE SG4 8XX +44 (0)7542 285 412

25.06.2025

Dear parents/carers

We are delighted to announce that we will be offering children from Codicote School's nursery class, afternoon wrap around care *on the school site* from September 2025.

The children will be collected from nursery at the usual time and taken to a suitable classroom on the school site for our afternoon wrap around session.

The plans are set out below:

Children collected from the Nursery class by Pre-School staff	Children collected by their parent/carer at <i>Codicote School</i>	Days
11:55	15:20	Monday-Friday Term time only

Frequently asked questions

Why has this change been made?

Both the Pre-School and Codicote School are receiving requests for wrap around care for nursery age children due to the childcare funding expansion. Unfortunately, we have limited floor space up at the Parish Centre for the 3/4-year-old children. We wanted to respond to parental requests for extra hours for these children whilst being able to meet the increasing demand for childcare for under 3's.

Whose care will my child be under during the afternoon sessions at Codicote Primary School?

The children will be under the care of Codicote Pre-School staff. This is not a Codicote School offering, they have simply been kind enough to offer us the hire of one of their classrooms.

Is the Pre-School not using the Parish Centre anymore?

The younger children will still be accommodated up at the Parish Centre. However, moving the older children to the school site means that we can offer additional pre-school places for under 3's.



What are the benefits of this change?

Parents/carers will be able to work longer hours safe in the knowledge that their nursery aged child will be having lots of fun and learning with Codicote Pre-School during the afternoon.

By separating the 3 & 4-year-olds from the younger children at the Pre-School, we can tailor the learning and offer the most suitable resources to our older children.

We believe that the nursery aged children attending Codicote School will benefit from a smoother transition into Reception as they will be more familiar with the school environment.

We're also hoping that by extending our offer until 3.20pm for the nursery aged children, it will be more convenient for parents who may be collecting older children from Codicote School.

My child won't be attending Codicote nursery class, can they still attend the Pre-School afternoon session(s)?

Unfortunately, this offer is only currently available to those 3 & 4-year-olds attending Codicote School. Please contact Codicote Primary School to discuss availability of places in their Nursery class if you wish to make use of the afternoon wrap around care with us at the Pre-School.

How will the funding work?

Your nursery child will receive the 15 hours of universal funding through Codicote Primary School in the usual way. If you wish to make use of any other funding that you are entitled to, please ask for the funding form from Amy or Sara at Pre-School and fully complete it and provide us with the code.

Any funding won't completely cover all of the afternoon hours. We will therefore have to charge a small fee for your child's care outside of those hours.

Can't I just pick my child up early to avoid paying the extra fees?

We don't wish to cause the school disruption by having parents collecting their children at various times during the afternoon or collecting early, except for exceptional circumstances. We must consider the safeguarding of **all** children on the school site.

Therefore, as part of the terms and conditions of accepting a space at our wrap around offering at Codicote School, we will be expecting parents to keep their child in our setting until 3.20pm and pay for that time accordingly.



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How much will it cost for the session?

For those that are funded, the additional charge will be £5 per day for the excess time outside of the 3 funded hours.

For those that aren't funded, the charge will be £24.50 for each afternoon session.

Funding - important information

If you think you are [eligible for](#) or are planning to use [funded hours](#) through the following:

- 15 hours funding
- 30 hours funding

please get in contact with [Amy](#) or [Sara](#) straight away as the [funding forms](#) are required to be completed including the required identification and [eligibility code](#) by **Friday 18th July 2025**.

If the forms aren't completed on time, then we won't be able to offer the funded hours, and you will need to pay the full fees for the term yourself.

Funding – reconfirming eligibility

Please note that everybody that uses the funded hours must log in to their [Childcare Choices](#) account **every term** to check their eligibility and, if necessary, re-confirm their funding entitlement.

For more information on funding, please take a look at our [website](#).

What happens next?

We will soon be in touch with you explaining how you can reserve a space for your nursery aged child.

Spaces are limited so please don't leave it until the last minute to request a space.

We are really excited at this new phase in the development of our wonderful Pre-School and we hope that we are able to meet the needs of more parents in the local community with this initiative!

Yours sincerely,

Amy Wilson

Pre-School Manager



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