



Late Payments of Fees Policy

We work as a registered childminder as we love caring for children and supporting their development. However it is also our chosen career and business. Like you, we too have bills and expenses to meet each month and, therefore, require a regular income. As you know, our invoices are due for payment monthly or weekly in advance and we would be grateful if you could ensure that you pay these promptly.

If you have had a change in personal circumstances and are now struggling to make payments, please let us know so we can make suitable arrangements. It may be that you are now entitled to additional funding through the Childcare element of the Working Tax Credit and other benefits.

If we have not received payment within seven days of the due date, you will receive a polite reminder. If we have still not received payment by the 10th day following the original invoice we reserve the right to make an additional charge 'Late payment Fee' as per our contract to cover any bank charges we may have incurred.

If at this point we still have not received payment we reserve the right to cease minding your child with immediate effect. We will seek legal advice from the Pacey (National Childminding Association's) Solicitors, which will result in you being summoned to attend a County Court hearing. You will also be liable to the Court for costs.