

BGMS FEES 25/26

A GUIDE FOR PARENTS

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Sessions, Bookings & Admissions

BGMS operates the following term-time sessions, Monday - Friday:

2 year olds	3-6 year olds
Morning 08:15/ 8:45 - 12:00	Morning 08:15/ 8:45 - 12:00
Morning & Lunch 08:15/ 8:45 - 13:30	Morning & Lunch 08:15/ 8:45 - 13:30
Full Day 08:15/ 8:45 – 15:00/ 15:45	Full Day 08:15/ 8:45 – 15:00/ 15:45
<ul style="list-style-type: none"> - Minimum booking of 2 full days per week - Funding available - Half days available (limited spaces) 	<ul style="list-style-type: none"> - Minimum booking of 4 full days per week - Funding available - Half days available (limited spaces)

Booking patterns are set on a termly basis, with the ability to add ad-hoc sessions, subject to availability.

Admissions charges:

- A Registration fee of £50 will be requested in order to secure a place on the waiting list for your child, to cover administration costs. This is refundable against your fees.
- A Deposit of £400 is payable on accepting the offer of a place. The deposit will be refunded as a deduction from your final half-term's fee bill on receipt of one complete half-term's written notice of withdrawing your child from the school, provided all previous invoices have been settled.

2025/2026 School Terms & Dates

We operate three school terms per academic year, at least 38 weeks in total. Each term is divided into two halves of approximately six or seven weeks each, with a week's half-term break in between.

	Start Date	End Date	Weeks	Teaching Days	Bank holidays which fall within the term
Autumn Term, 1st Half	Wed, 3 Sept 2025	Fri, 24 Oct. 2025	7	38	
Autumn Term, 2nd Half	Mon, 3 Nov. 2025	Fri, 19 Dec. 2025	7	34	
Spring Term, 1st Half	Mon, 5 Jan. 2026	Fri, 13 Feb. 2026	6	30	
Spring Term, 2nd Half	Tue, 24 Feb. 2026	Fri, 27 Mar. 2026	5	24	
Summer Term, 1st Half	Mon, 13 Apr. 2026	Fri, 22 May. 2026	6	29	Mon, 4 May. 2026
Summer Term, 2nd Half	Mon, 1 Jun. 2026	Wed, 15 Jul. 2026	7	33	
(Term Time Total)			38	188	
Summer School	Mon, 20 Jul. 2026	Fri, 31 Jul. 2026	2	10	
(Annual Total)			40	198	

Please note:

- There will be no afternoon session on the last day of Autumn (19th of December), Spring (27th of March) and the Summer Term (15th of July).
- The school is closed for all national bank holidays, and therefore on the 4th of May.
- The End of Year Summer Picnic will be on Wed 15th July 2026 at 12pm.
- Summer School 2026 will run over the summer holidays. Details of booking will be given out in the Summer Term.

The school is closed for Staff Training Days on the following dates:

- Monday, 1st September 2025
- Tuesday, 2nd September 2025
- Friday, 21st November 2025
- Monday, 23rd February 2026
- Thursday, 16th July 2026
- Friday, 17th July 2026

BGMS Fees and Costs

BGMS prices are comprised of two elements; the Early Years Foundation Stage provision, and the optional additional cost of our specialist Montessori service.

	EYFS Provision	Montessori Service	Total
2 year olds	£11.10 / hour	£4.50 / hour	£15.60 / hour
3-6 year olds	£8.10 / hour	£4.50 / hour	£12.60 / hour

Early Education Funding may be available, entitling you to an amount of free EYFS provision. More information about funding can be found in the section on government funding in this document.

Additional regular charges:

- Daily snack charge £3.00

Additional one-off charges:

- At various times throughout the year there may be the opportunity for trips and additional activities. If there is an additional cost these will be charged individually.

Fees at full rate are payable for end-of-term half days, as well as any absences such as sickness or term-time holidays. Bank holidays that fall during term-time and staff training days are not charged for.

BGMS reserves the right to alter it's fees at any time, provided that at least one full term's notice is given.

The EYFS rate is set by Tower Hamlets local authority, and is reviewed annually. Any change in the funding rate is announced in January and would be reflected in the fee rates from April each year.

Summer school:

Summer school can be booked on a weekly basis and places must be booked in advance. BGMS currently charges the following summer school fees:

Weekly 08:45 -15:00, Monday - Friday £450/week

Government Funding

BGMS are a provider of government funded childcare, also known as Early Education Funding. This funding covers the Early Years Foundation Stage provision. Additional optional costs are payable for the provision of our School's specialist Montessori education and any other costs as appropriate.

Funding is available for the following:

- All 3 & 4 year olds are entitled to 15 Hours of free EYFS provision per week.
- Working parents of 2, 3 & 4 year olds are entitled to the expanded 30 hours of free EYFS provision per week from 1 September 2025.

To help you maximise your entitlement BGMS applies the funding to all session times across our term-time weeks. Any hours you attend beyond your entitlement or outside qualifying times will be charged at the normal fee rate.

So that we can operate at a workable occupancy, the hours you agree to attend should add up to at least your funded hours entitlement. This means at least 2 full days for a child with 15 hours funding, and 4 full days for a child with 30 hours funding.

A child qualifies for the EEF a term after their third birthday until the beginning of the term after their fifth birthday – i.e. before they reach compulsory school age. For example, if your child turned 3 in January 2023, the funded hours will apply from April 2023.

You must inform us if you intend to split your entitlement across more than one provider so that we can adjust accordingly.

Parents should be aware of the eligibility checking, application and reconfirmation procedure for Funding. BGMS will endeavour to provide help and information as to how to do this.

Early Education Funding rates are set by the Local Authority. They are typically reviewed and updated annually, with changes taking effect from April 1st each year. Any changes will apply to invoices from subsequent term.

Please email the School Administrator for further information.

Representative example of maximum hours/charges:

Parents of a child with 30 hours of Early Education Funding, attending 5 full-day sessions per week, and opted in to the Montessori service would pay the following:

- 5 (number of sessions) x 7.5 (number of hours per session) = 37.5 hours
 - First 30 hours = Free EYFS provision + £4.50 Montessori service per hour
 - Remaining 7.5 hours beyond entitlement = £8.10 EYFS provision per hour + £4.50 Montessori service per hour
 - Snack charge per day = £3
- Total = (37.5 x £4.5) + (7.5 x £12.6) + (5 x £3) = £278.25 / week

Funding Continued

Tax-Free Childcare payments:

BGMS is registered with HMRC to accept Tax-Free Childcare payments. This is a government scheme designed to help working families in the UK manage the cost of approved childcare, such as nursery fees, after-school clubs, and holiday activities. It operates through an online account where, for every £8 a parent pays in, the government adds an extra £2, effectively providing a 20% discount on childcare costs. Families can receive up to £500 every three months per child, totalling a maximum of £2,000 annually per child, with increased limits for disabled children. Once funds, including the government top-up, are in the account, parents directly pay their registered childcare provider.

Workplace Nursery Scheme:

A Workplace Nursery Scheme is an employer-supported benefit that helps employees with childcare costs through tax and National Insurance savings. It allows employees to pay for nursery fees using a salary sacrifice arrangement, meaning they pay for childcare from their pretax income, reducing their taxable income and therefore their tax and National Insurance contributions.

Universal Credit:

The childcare element of Universal Credit helps working families in the UK with the costs of registered childcare. It reimburses up to 85% of eligible childcare costs, up to a maximum amount.

Childcare Grant:

BGMS are registered to receive payments directly through Childcare Grant. The Childcare Grant helps full-time student parents cover a portion of their childcare costs. It provides a grant of up to 85% of the actual childcare expenses, but with a maximum weekly limit. **Relevant information can be found at <https://www.childcarechoices.gov.uk/>**

Invoicing & Payments

Invoices will be sent out before the start of each half term or the start of summer school, and are due on or before the first day of school. They will be sent via email to the contact details supplied when registering. Please inform us of any change in contact details as soon as possible.

Invoices are calculated on a weekly basis, and issued every half-term. Because the exact length of each half term is not necessarily the same, the amount of each invoice may be slightly different.

For your specific daily, weekly, half-term, full-term and annual fee totals please get in contact with the administrator and we will be happy to discuss this with you.

All invoices and payments received will be recorded on your account. You can request a copy of your account statement by contacting the school administrator at any time.

Payment by electronic bank transfer (BACS) is preferred. Details of the account to send payments to will be displayed on your invoice. Please include your child's name in the reference for any payments. Payments without clear references may not be applied against your school account. To ensure that payments are correctly recorded you can also email confirmation to the administrator.

Cash payment can be made in person directly to the administrator. Please use a sealed envelope and clearly write your child's name and the invoice number.

If desired, payments can be split into 10 monthly amounts, running September to June. Please contact the administrator to discuss this.

Surcharges for late payment are as follows: £50.00 will be added to bills if payment is more than 14 days overdue, £100.00 if payment is more than 28 days overdue.

Please note that it is part of the School-Parent Contract that fees are paid on time, and late payment constitutes a breach of this contract. In certain cases late payment may lead to asking that a child be withdrawn until payment is received. If for any reason you anticipate that you will be unable to settle an invoice within the payment period, please contact the administrator as soon as possible. For cases where extenuating circumstances can be shown a schedule of payments may be able to be put in place.