**Notification of charging policy during Covid-19 pandemic**

Dear parents and carers,

In order to re-open safely during the ongoing Covid-19 pandemic, the nursery has made some changes to the service provision – notably, operating at about half capacity and with slightly shorter hours of provision. In addition, per government guidelines, we are operating a send-home policy for anyone with Covid-19 symptoms, and will require that all staff and children in a bubble isolate for 14 days if someone within this bubble tests positive for Covid-19.

The charging policy we are operating during this period is as follows:

* Daily charging rate: Bowlers will continue to charge a day rate (based on the usual considerations for community and private places).
* Charging during absences: Bowlers will continue to charge the day rate for children who are absent due to sickness (or other reasons).
* Charging during isolation of a bubble: Bowlers will continue to charge the day rate for all children who are isolating as part of a bubble.

In effect, Bowlers is unable to reduce the charges for the shorter hours of service provision, or for periods of absence, or for isolation of a bubble. There are two reasons for this. First, staff will continue to work normal hours even though the service provision is shorter, and staff will continue to be paid during isolation of a bubble. Staff costs make up the majority of the nursery’s costs, and Bowlers needs to prioritise the payment of staff. Second, the nursery needs to maintain these charges to ensure the sustainability of the nursery in the future. The nursery is providing a loss-making service, even with a partial reopening, and is drawing on accumulated reserves to fund these losses. In order to secure the long-term future of the nursery, we cannot increase losses (by reducing charges) any further.

Kind Regards

Aoife Morgan,

Manager

On behalf of the Trustees