

Charing Cross Day Nursery

Drop off and collecting times

Please ensure your child is dropped off and collected at the contractual hour that was agreed at your child's induction. It is important that you collect your child on time so that we can make sure our staff ratio is continuously met throughout the day.

Please see an outline of our drop off and collection times below (unless you have agreed or paid for additional hours with a member of staff):

Full days

Drop off	7:15	Collect no later than	4:15
Drop off	7:30	Collect no later than	4:30
Drop off	7:45	Collect no later than	4:45
Drop off	8:00	Collect no later than	5:00
Drop off	8:15	Collect no later than	5:15
Drop off	8:30	Collect no later than	5:30
Drop off	8:45	Collect no later than	5:45
Drop off	9:00	Collect no later than	6:00
Drop off	9:15+	Collect no later than	6:15

Half days

Drop off	7:15	Collect no later than	12.15
Drop off	7:30	Collect no later than	12.30
Drop off	7:45	Collect no later than	12.45
Drop off	8.00	Collect no later than	1.00
Drop off	8.15	Collect no later than	1.15
Drop off	12.00	Collect no later than	5.00
Drop off	12.15	Collect no later than	5.15
Drop off	12.30	Collect no later than	5.30
Drop off	12.45	Collect no later than	5.45
Drop off	13.00	Collect no later than	6.00
Drop off	13.15	Collect no later than	6.15

Please note

If you do not collect your child on time you will incur a **late fee.**

Late fees are charged as follows:

- The first 15 minutes – no charge
- The second 15 minutes - £20
- Thereafter - £20 is charged for every additional 15 minutes