

Subject: Important: Autumn Term Funding Dates & "Non-Grant" Week

Dear Parents and Carers,

We are writing to share the official schedule for your child's 14 funded weeks for the upcoming Autumn term.

Richmond Council funds exactly **14 weeks** of term-time childcare during the autumn period. However, there are 16 calendar weeks between our Tuesday 1 September start and our Christmas closure. To keep our term structured into two clean, equal 7-week blocks, we have scheduled a **Non-Grant Week** in October.

Please note the exact schedule below:

- **Funded Block 1 (7 Weeks):** Tuesday 1 September – Friday 16 October
- **⚠ Non-Grant Week (No Funding):** Monday 19 October – Friday 23 October
- **✗ Half-Term (Nursery Closed):** Monday 26 October – Friday 30 October
- **Funded Block 2 (7 Weeks):** Monday 2 November – Friday 18 December

What does the Non-Grant Week (19–23 October) mean for you?

Our nursery is open as normal this week, but government funding cannot be applied. You have two choices for these days:

1. **Attend as normal:** Your child attends their usual sessions, billed at our standard private daily rate – check fees /special offer for the week.
2. **Opt-out:** Your child stays home for this specific week, and you will not be charged anything.

Please reply to this **letter / FAMILY message** to confirm if your child will be attending during the non-grant week so we can organise our staffing – inform Reena asap.

Warm regards,

Reena

Nursery Manager

Starting funding straight away on **Tuesday 1 September 2026** means your 7-and-7-week split will finish earlier in December.

To maintain two exact 7-week blocks before and after the half-term holiday, your non-grant week shifts to the final week of October right before the break.

The revised schedule using a 1 September start date works as follows:

Block 1: Before October Half-Term (7 Funded Weeks)

- **Week 1:** Tuesday 1 September – Friday 4 September
- **Week 2:** Monday 7 September – Friday 11 September
- **Week 3:** Monday 14 September – Friday 18 September
- **Week 4:** Monday 21 September – Friday 25 September
- **Week 5:** Monday 28 September – Friday 2 October
- **Week 6:** Monday 5 October – Friday 9 October
- **Week 7:** Monday 12 October – Friday 16 October

⚠ The Mid-Term Changes (Weeks 8 & 9)

- **Week 8 (⚠ Non-Grant Week / No Funding):** Monday 19 October – Friday 23 October.
(Nursery is open for standard fees; funded-only families pay out of pocket or opt-out).
- **Week 9 (✗ Half-Term / Nursery Closed):** Monday 26 October – Friday 30 October.

Block 2: After October Half-Term (7 Funded Weeks)

- **Week 10 (Funded Week 8):** Monday 2 November – Friday 6 November
- **Week 11 (Funded Week 9):** Monday 9 November – Friday 13 November
- **Week 12 (Funded Week 10):** Monday 16 November – Friday 20 November
- **Week 13 (Funded Week 11):** Monday 23 November – Friday 27 November
- **Week 14 (Funded Week 12):** Monday 30 November – Friday 4 December
- **Week 15 (Funded Week 13):** Monday 7 December – Friday 11 December
- **Week 16 (Funded Week 14):** Monday 14 December – Friday 18 December *(Closes for Christmas)*