



Bursary and Tax Credits Policy

At Woodcroft Pre School & Wrap Around Care we are happy to fill in any forms for you. These forms are legal documents and we cannot be seen to fill these in fraudulently, if we feel that the form has not been filled in to the best of your knowledge we will not sign the form. If there are any changes to your childcare arrangements we will inform the appropriate authorities.

Tax credits and Bursary boards often check with us the hours that your child attends so it is vital that you keep them up to date with the hours that your child is attending the setting.

You must keep all receipts as this is proof of payment duplicates cannot be produced.

This policy was adopted September 2019.

Director

Company Secretary

Woodcroft Pre-School and Wrap Around Care

