

## Chargeable extras template: how to set out costs on your website

[Opening text for providers to give information about the services that they offer]

Description	Unit	Unit price	Line total
Free entitlement hours –xxx hours per week (must not have a charge). <b>[enter number of free hours per week, explain any stretched offer provided]</b>	Weekly	Free	Free
Additional hours purchased – xxx hours per week <b>[enter number of hours per week]</b>	Weekly		£
Meals/snacks <b>[Explain how many meals are provided and the type of meals]</b>	Daily / Weekly / Per meal		£
Consumables (for example, nappies and sun cream) <b>[Provide details of the charges made for consumables and <u>itemised</u> details of what these charges relate to.]</b>			£
Additional voluntary services (for example, trips, forest school sessions or foreign language lessons) <b>[Provide details of the charges made for additional services and itemised details of what these charges relate to.]</b>	Ad Hoc		£
		<b>Total</b>	£

If you do not wish to take up specific extras with the provider, for example, because you wish to provide your own, please make your provider aware so options can be discussed.