



FEES FOR NURSERIES

PERMANENT PLACEMENTS – *Scale of Fees for Permanent Terms of Business*

The Client agrees to pay the Company a fee for the introduction of a candidate which subsequently results, whether directly or indirectly, in an engagement in accordance with the scale set out below: *The Company may alter this scale from time to time and, if appropriate the Client will be advised in writing.*

Annual gross salary	Rate
Nursery assistant Level 2 or unqualified	9%
Nursery Nurse Level 3	11%
Room Senior or Deputy Nursery manager	12%
Nursery Manager or Higher	14%

TERMS AND CONDITIONS – SCALE OF REFUND

The following Scale of Refund only applies providing the Agency has been paid in full within **14 days** of the invoice. A refund will be made according to the refund policy in the event that the Client complies with the provisions of clause 3.1 of the Terms of Business. **(in brief – please refer to Application Form / Terms of Business for full Terms & Conditions)**

- Where the Applicant leaves during the first 12 weeks of the Engagement, a partial refund of the introduction fee shall be paid to the Client in accordance with the scale set out below, subject to the conditions in clause 4.1.

Week in which the Applicant leaves	% of Introduction Fee Refunded
1 to 2 Weeks	75%
3 to 4 Weeks	50%
4 to 8 Weeks	10%
8 to 12 Weeks	5%

- There will be no refund where the Applicant leaves during or after the 13th week of the Engagement.
- In the event of the Client cancelling the Engagement after an offer of an Engagement has been made to the Applicant the minimum fee specified in clause 5 shall become payable, which shall be calculated as £200.00 Administration Fee.