



# CHARGING AND REMISSIONS POLICY

October 2019

Review October 2020

## Introduction

The Governing Body recognises the valuable contribution that the wide range of additional activities can make towards the children's personal and social development e.g. cooking, short walking trips to the park or shops, special visitors, hatching eggs, butterflies and trips. The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the children.

## Charging Policy

Any charges made by the school must meet the requirements of the Education Reform Act 1996. The governors endorse the guiding principle contained in the Act, in particular that no child should have his/her access limited by charges.

## Charges

Charges will not be made for any activities which form part of the foundation stage curriculum requirements. No charge can be made for education and care during a child's free 15 hour entitlement or 30 hour entitlement (for qualifying pupils from September 2017).

The Governing Body reserves the right to make a charge in the following circumstances.

- **Voluntary Contributions** – the Governing Body may ask parents for a voluntary contribution towards the cost of any activity that takes place during school hours. Parents are under no obligation to make any contribution and the children of parents who are unable or unwilling to contribute will not be discriminated against. At Abbey Wood Nursery School we ask parents to make a voluntary contribution termly which is aimed at meeting, and not exceeding, costs i.e. the nursery does not aim to profit from any voluntary contributions. In the event of insufficient voluntary contributions being made some activities may have to be cancelled. When organising school trips or visits to enrich the curriculum and educational experience of the children, the nursery invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the trip. If a trip goes ahead it may include children whose parents have not paid any contribution. We do not treat any child differently from any other.
- **School Dinners** – We do offer lunch to children who stay all day, these are the sessions that are over and above a child's 15 hours entitlement and therefore carry a cost. In the event of non-payment of these fees the school reserves the right to stop lunches.
- **School Fees (not covered by any free schooling entitlement)** – for any parents who require (additional) schooling outside of any free entitlement (i.e. do not qualify for free 'Together for Two's' funding/or do not qualify for the free 30 hour entitlement), school fees must be paid for any additional/unfunded hours. This is known as our '**Paid Hour Service**'. Further information about this service can be provided by the School Office staff.
- **30 Hour Entitlement Sundries** – for children who qualify for the free 30 hour entitlement, there will be a weekly fee for sundries £25.00 a week.
- **Loss, damage and breakages** - in the case of loss, damage or breakages of school books or activity packs on loan to parents the nursery will make a charge to cover the cost of replacements.

The following is a list of additional activities, organised by the nursery which require voluntary contributions from parents.

These activities are known as 'optional extras', this list is not exhaustive:

- Visits to museums
- Sporting activities
- Outdoor adventure activities
- Visits to or by a theatre company
- School trips
- Musical events
- Transport

We do ask for a termly contribution of £5.00 to cover the cost of healthy snacks/cooking ingredients.

## **General**

The Governing Body may, from time to time, amend the categories for which a charge may be made. The Governing Body reserves the right to revise the Charging and Remissions Policy as necessary.

## **Remissions Policy**

Where the parents of a child are unable to meet any one of the charges the school may make, they can apply in confidence to the Headteacher for the remission of charges in part or full. The Headteacher in consultation with the finance committee will make authorisation of remissions.

## **School Fees/ Dinners:**

The cost of the Paid Hours Service is as follows:

Hourly Rate	- £8.00
Half Day Session	- £24.00 per day (£120.00 per week)
Full Day Session	- £48.00 per day (£240.00 per week) **For fully paying 2 Year Old's**
School Dinner	- £3.00 per day (£15.00 per week)

***\*These charges are reviewed annually and may be increased with reasonable notice\****

Fees are paid for 39 weeks of the year. They are due on bank holidays, 5 school inset days (throughout the academic year) and late openings.

There will be no charge for any days that we are unable to provide a service.