

ACLET CLOSE NURSERY SCHOOL



CHARGING POLICY

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the Early Years Foundation Stage provision.

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

- Voluntary contributions
- Out of hours extended services including 'private sessions'
- Two year old provision

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.

We ask for a voluntary contribution of £1 (£2 for children attending 30 hours) for school funds each week. This enables us to provide daily healthy snacks, additional resources, birthday gifts and subsidises school trips. (We use our monthly newsletter to inform parents and carers about how we have spent

funds) Every child receives all of these extras to the curriculum, regardless of whether school fund contributions have been paid or not. All children are treated equally. If school fund is unpaid, we do not request payment. However, if we did not receive sufficient funding we would not be able to provide as many facilities and experiences.

Out of Hours Extended Services (Breakfast Club) and ‘Private Sessions’

It is the law that we adhere to strict adult to child ratios and we make a charge for all out of hours care in excess of the 15/30 hours of children’s funded entitlement from the Government.

Our income from the Government for funded children allows us to pay our permanent staff whilst income from parents/carers for private sessions allows us to pay for the additional staff needed to ensure correct ratios.

Our staffing is organised a week in advance, therefore extra sessions are generally agreed in advance - this enables us to keep consistency with regards to the children having the same adults/routines. That said, we will always endeavour to support families who need care at short notice.

Fees for private sessions are due on the first day of the child’s attendance each week. A contract is signed by Parents and Carers and is a completely separate agreement to the Government funded sessions; therefore, we are not able to swap the sessions. Durham County Council debt recovery department recover unpaid fees on school’s behalf.

Please note that, as per our contract, it is our policy to charge for first day of absence/sickness only. ***No fees are charged when children/families are self-isolating for Co-vid related reasons.**

We currently charge:

£2 for breakfast club including care and food

£4.50 per hour of lunch time care (Parents/Carers provide healthy packed lunch)

£13 per 3 hour session for 3 and 4 year olds

£16 per 3 hour session for 2 year olds

Adopted by the Governing Body: **October 2019**

Reviewed: **October 2020/November 2020/October 2021/September 2022/November 2023**

Due for next review: **November 2024**