

PARKLANDS NURSERY SCHOOL

CHARGING POLICY

1. Introduction

1.1 This charging policy has been compiled in line with the Department for Education (DfE) guidance and in accordance with s457 of the Education Act 1996.

1.2 Charges applied are shown in Appendix I, and are annually reviewed and approved by the Finance Committee.

2. Outside Activities and Visits

2.1 Parklands Nursery School and Children's Centre recognises the benefits and educational and social value of outside activities and visits and aim to ensure that all children can participate.

2.2 The school will subsidise trips wherever possible, as appropriate.

2.3 Parents and carers can pay for trips in instalments on request.

2.4 Those parents not able to afford the cost of a trip can apply for financial assistance, in confidence, to the Headteacher or School Bursar.

2.5 Bookings that are not attended on the day may receive a refund of their entry fee to any visit but transport costs would not normally be refunded.

2.6 Where the school cannot levy charges, and it is not possible to make these additional activities within the resources ordinarily available to the school, the school may request or invite parents to make a contribution towards the cost of the trip. Children will not be treated differently according to whether or not their parents have made any contribution in response to the request or invitation. However, where there are not enough voluntary contributions to make the activity possible, then it will be cancelled.

3. Damage/Loss to Property

- 3.1 A charge will be levied in respect of wilful damage, neglect or loss of school property (including premises, furniture, equipment, books or materials), the charge to be the cost of replacement or repair, or such lower cost as the Headteacher may decide;
- 3.2 A charge will be levied in respect of wilful damage, neglect or loss of property (including premises, furniture, equipment, books or materials) belonging to a third party, where the cost has been recharged to the school. The charge to the cost of replacement or repair, or such lower cost as the Headteacher may decide.

4. Lettings

- 4.1 The school will make its facilities available to outside users at a charge of at least the cost of providing facilities. The scale of charges will be determined annually by the Finance Committee. For users connected to the school Eg. CSPA, the charge will be based on the site staff overtime costs. See Lettings Policy.

5. Wraparound Care

- 5.1 The school makes a charge for lunch time and extra sessions. These charges may be found in the relevant documents that advertise the service or the contracts with families.
- 5.2 Accessing Vulnerable childcare - criteria has been formulated by the Finance Committee allowing some parents to access free childcare places at a reduced cost/no cost. A set of criteria have been drawn up as a checklist to ensure that this money is being used fairly. A contract will be drawn up for parents/carers to sign. The Headteacher and finance subcommittee will review those accessing the emergency childcare on a termly basis (at subcommittee meetings) and it will be at their discretion whether to continue/terminate the fund.

Criteria:

Family circumstances Eg family breakdown; death; critical illness;
Respite care for the family or child Eg illness;

Vulnerable children Eg. looked after children; adopted children; fostered children; children with special educational needs; children with English as a second language; social service referrals;
Lone parents working;
Short term financial restraints;

6. Voluntary contribution

- 6.1 A weekly voluntary contribution is requested of Nursery parents for non-educational expenses such as snacks, birthday cakes, Christmas entertainer etc.
- 6.2 Parents are asked to sign a form at the start of the school year to agree to pay the voluntary contribution.

7. Hours exceeding free entitlement

- 7.1 Each child is entitled to receive 570 hours of free nursery education commencing the term following the child's 3rd birthday.
- 7.2 If a child has been in a setting prior to Parklands Nursery, free hours may have been claimed by the previous setting.
- 7.3 There is a risk that the hours claimed by a previous setting when combined with those claimed by Parklands Nursery may exceed the 570 hours free entitlement, and that Parklands Nursery will not receive Government funding for the excessive hours.
- 7.4 Should the free entitlement be exceeded, Parklands Nursery will charge £12.50 per session exceeding 570 hours. This is to replace the funding which will not be provided by the Government.

Charging Policy

APPENDIX 1

PARKLANDS NURSERY SCHOOL

All children are entitled to 5 free 3 hour morning or afternoon sessions (8.45-11.45 or 12.30-3.30).

These charges are if you require additional sessions on top of the free sessions, e.g. your child has an afternoon place and you work 2 mornings and require 2 morning places, you will pay 2 x £12.50

Session	Cost
Morning - 8.45am-11.45pm	£12.50
Afternoon - 12.30-3.30pm	£12.50
Lunch Club	£3.50

Prices are reviewed annually. The cost for the morning and afternoon sessions are set prices

NB: These additional sessions/costings will only be available on a first come first serve basis.