

Reading Early Years Schools Federation



Charging and Remissions policy

Signed by Chair of Governors: Caroline Wharton

Signed by Executive Head teacher: Joanne Budge

Date: December 2020

Date to be reviewed: December 2023

December 2020 – Next Review Dec 2023

CHARGING AND REMISSIONS POLICY

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, the farm, many of which incur a cost to the nursery. 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, DfE (2014) 'Charging for School Activities' and DfE (2015) 'Governance Handbook'.

The governors endorse the guiding principles contained in the Act, in particular that no child should have his/her access to the curriculum 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 15 hour entitlement.

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. In the event of insufficient voluntary contributions being made some activities may have to be cancelled.

We will strive to ensure that parents do not feel pressurised into making voluntary contributions.

Extra sessions, breakfast, lunch, and tea clubs –These sessions are over and above the 15 hour free entitlement and therefore carry a cost. In the event of non-payment of these fees the school reserves the right to stop extra sessions, breakfast, lunch or tea sessions and will require full payment before sessions can resume. When calculating the cost of optional extras, the school will only take into account the following:

- Cost of Materials, sundries and equipment provided in relation to the optional extra
- The cost of buildings and accommodation
- The employment of staff
- The cost of staff under contracts for services purely to provide the extended services
- Participation in any optional activity will be on the basis of parental choice and a willingness to meet the charges. Therefore, parental agreement is a pre-requisite for the provision of an optional extra.

Damaged or lost items

The school may charge parents for the cost of replacing items broken, damaged or lost due to their child's behaviour. Parents will not be taken to court for failure to pay such costs.

General

The Governing Body may, from time to time, amend the categories for which a charge may be made.

The Governing Body reserve the right to revise the Charging and Remissions Policy as necessary but this will be reviewed at least every three years.

Remissions Policy

Where the parents of a child are unable to meet any one of the charges for additional activities the school may make they can apply in confidence to the Senior Leadership team for the remission of charges in part or full. The senior leadership team in consultation with the finance committee will make authorisation of remission if deemed appropriate.