

# Reading Early Years Schools Federation



## Charging and Remissions policy

**Chair of Governors: Terry Hardie**

**Executive Head teacher: Joanne Budge**

**Date: February 2024**

**Date to be reviewed: February 2028**

## **CHARGING AND REMISSIONS POLICY**

### **Introduction**

The Governing Board 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 Board 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. However, charges may be made for snacks and consumables.

Latest Guidance from Government 'Early education and childcare' January 2024 states

***A1.31 Ensure that providers are aware that they can charge for meals and snacks as part of a free entitlement place and that they can also charge for consumables, such as nappies or sun cream, and for services such as trips and specialist tuition. Local authorities should ensure that providers are mindful of the impact of additional charges on parents, especially the most disadvantaged. Providers, who choose to offer the free entitlements, are responsible for setting their own policy on providing parents with options for alternatives to additional charges, including allowing parents to supply their own meals or nappies, or waiving or reducing the cost of meals and snacks.***

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

- Contributions – the Governing Board may ask parents for a contribution towards the cost of any activity that takes place during school hours. In the event of insufficient contributions being made some activities may have to be cancelled. We will strive to ensure that parents do not feel pressurised into making contributions.

Extra sessions, breakfast, lunch, and tea clubs –These sessions are over and above the 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.

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.

Reference:

**<https://www.gov.uk/government/publications/early-education-and-childcare--2/early-education-and-childcare-applies-from-1-april-2024>**