Kirkoswald Cof E School

Nursery Charging Policy

Issue No	Author	Date approved	Review date	Position	Authorised signature
1	Governing Board	January 2022	January 2023	Vice Chair	A Farish
2	Governing Board	January 2023	January 2024	Vice Chair	A Farish
3	Finance, Premises, Health and Safety Committee	27th February 2024	February 2025	Vice Chair	A Hodgkinson
4	Finance, Premises, Health and Safety Committee	29th April 2025	April 2026	Chair	A Farish
5.	Finance, Premises, Health and Safety Committee	16th April 2026	April 2027	Chair	

1. OVERVIEW

The aim of this policy is to set out what charges will be made for additional Nursery services offered within Kirkoswald CE School.
This charging policy has been formulated in accordance with guidance from the Department for Education (Charging for School Activities November 2014). All charges made by the schools meet the requirements of the Education Act 1996, which sets out the law on charging for school activities in schools. No charge can be made for education and care during a child's 15 or 30 hour entitlement (ages 3 to 4 years).

2. FREE NURSERY ENTITLEMENT – 3 AND 4 YEAR OLDS

2.1 Children are eligible to free nursery entitlement after their third birthday. Where there is a waiting list, children will be admitted based on date of birth order.

2.2 All children are entitled to 15 hours of free nursery provision provided over 38 weeks (Universal entitlement). Where numbers facilitate, parents will be offered flexible options for using their 15 hour entitlement.

2.3 Some children are eligible for extended entitlement of 30 hours per week over 38 weeks.

2.4 Parents can see the eligibility criteria at: https://www.gov.uk/free-childcare-if-working/check-youre-eligible

3. CHARGING FOR ADDITIONAL HOURS AND SERVICES

3.1 Additional hours are sessions in Nursery over and above each child's free entitlement of fifteen hours per week. Space permitting, parents have the opportunity to purchase additional sessions. Sessions are available from 9.00am -3.30pm daily.

3.2 Each additional session will be charged at £5 per hour

3.3 Additional hours must be paid for in arrears using SchoolHub.

3.4 Charges for sessions will be reviewed annually by the school's Governing Board, when an incremental increase in fees may be applied.

3.5 Wraparound care will be charged for if this exceeds a child's free hour entitlement. Sessions are Breakfast Club 8.00am-9.00am and After School Club 3.30pm-5.30pm.

3.6 Charges for Nursery are still applied when a child is absent due to sickness or holiday. School dinners are not charged if absent from school.

3.7 For both additional sessions and wraparound care, eligible parents can benefit from Tax-Free Childcare as outlined on the following website: https://www.gov.uk/tax-free-childcare

4. LUNCHTIMES

4.1 Children accessing Nursery for a full day will be required to provide their own packed lunch or pay for school dinner.

Chargeable extras

Description	Unit	Unit price	Line total
Free entitlement hours –xxx hours per week (must not have a charge). **15 and 30 hour Government childcare codes accepted, to be used across the week. School work with families to arrange.**	Weekly	Free	Free
Additional hours purchased – xxx hours per week **[enter number of hours per week]**	Weekly	£5.00	£
Meals/snacks. (Healthy snacks are provided. Lunches are charged for and can be chosen and paid via Schoolhub)	Daily - Per meal	£4.00	£
Consumables (for example, nappies and sun cream) **To be provided by the parents/carers**	Weekly	Provided by parents	£
Additional voluntary services (for example, trips, forest school sessions or foreign language lessons) **These will be communicated well in advance and school will always endeavour to keep charges (voluntary contributions) as cheap as possible. No children will miss out.**	Ad Hoc	£TBC	£
		Total	£

If you do not wish to take up specific extras with the provider, for example, because you wish to provide your own, please make your provider aware so options can be discussed.