

HILLFIELDS



Nursery School

Charging & Remissions Policy

Approved: _____ (Governor) Date: 28 February 2017

Approved: Fiona Brinson (Head Teacher) Date: 28 February 2017

To be reviewed 2 yearly by Resources Management Committee

School Charging

Hillfields Nursery School has drawn up this Policy, agreed by the Resources Committee, to give details of where it intends to charge for activities, and where remissions might apply.

Hillfields Nursery School recognises that it cannot charge for:

- Education provided during school hours (including the supply of any materials, books, instruments or equipment)
- Education provided outside school hours if it is part of the national curriculum
- Instrumental or vocal tuition for pupils learning individually or in groups, unless the tuition is provided at the request of the parent
- An admission application to the school

Optional Extras

Hillfields Nursery School can charge for: 'optional extras'. Where an optional extra is being provided a charge can be made for providing any books, materials, instruments or equipment where the child's parent wishes him/her to own them

- Optional extras as follows:
 - Education provided outside of school time that is not part of the national curriculum
 - Transport (other than transport to take the pupil to school/premises where the LA/Governing Body have arranged for the pupil to be provided with education)
 - Extended day services eg before and after school club, lunchclub. This includes late collection of the end of the school day.

In calculating the cost of optional extras an amount may be included in relation to:

- Any materials, books, instruments or equipment provided, including where loss or damage is incurred
- The cost of buildings and accommodation
- Non-teaching staff
- Teaching staff engaged purely to provide an optional extra
- Teaching staff employed to provide tuition in playing a musical instrument , or vocal tuition, where the tuition is an optional extra

Any charge made in respect of individual pupils will not exceed the actual cost of providing the activity, divided equally by the number of pupils participating. It will not include a subsidy for any pupils whose parents are unwilling or unable to pay the full charge.

Participation in any optional activity will be on the basis of parental choice and a willingness to meet the charges. Parental agreement is therefore a necessary pre-requisite for the provision of an optional extra where charges will be made.

The school receives early years pupil premium funding for disadvantaged 3-4 year olds, which is provided to help raise the attainment of eligible pupils and diminish the difference between eligible pupils and their peers. Hillfields Nursery School will, in certain circumstances, use part of this funding to provide optional extras to eligible pupils. The Resources Committee delegates decisions on this use of funds to the Headteacher.

Voluntary Contributions

Hillfields Nursery School will sometimes ask for voluntary contributions for the benefit of the school or any school activities. These contributions may come from families or the wider community.

Where the activity cannot be funded without voluntary contributions this will be made clear to parents from the outset. It will also be made clear to parents that there is no obligation to make any contribution, and the school will endeavour to ensure parents are not made to feel pressurised to pay. No child will be excluded from an activity because his/her parents cannot or will not pay. If insufficient voluntary contributions are raised to fund a visit/activity, and the school is unable to fund it from another source, then the activity will be cancelled.

Transport

Hillfields Nursery School recognises that it cannot charge for:

- Transporting pupils to/from the school, where the LA has a statutory obligation to provide transport
- Transporting registered pupils to other premises where the LA/Governing Body has arranged for pupils to be educated
- Transport provided in connection with an educational visit