

Acacia Nursery Charging and Remissions Policy

This charging and remissions policy complies with statutory requirements and is reviewed on an annual basis.

Charging Policy

Activities without charge

There will be no charge for the following activities:

- education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments and other equipment;
- education provided outside school hours if it is part of the Curriculum or part of religious education;
- instrumental and vocal music tuition which is part of the curriculum;
- instrumental and vocal tuition for children in care;

Voluntary Contributions

The school may ask for voluntary contributions towards the cost of school-time activities to assist with funding subject to the following conditions:

- any children of parents who do not wish to contribute will not be treated any differently;
- however, where there are insufficient contributions to make the activity viable then the activity will be cancelled.

Chargeable activities

The school may recover the full costs of the following activities but charges will not exceed actual cost:

- educational or other activities provided wholly or mainly outside school hours which are not:
 - part of the Curriculum;
 - part of religious education
- board and lodgings on residential visits (subject to remission arrangements).
- provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/carers.
- day care facilities.

Remissions Policy

- There will be no charge for board and lodgings for pupils whose parents are receiving income support, income-based job seekers allowance, family credit or disability working allowance. Charges for other 'chargeable activities' may also be fully or partly remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.

Late Fees

- There will be a charge of £6 for every hour, if your child is not collected from school 10 minutes after their designated session ends.
- If the parent/carer is late in collecting their child after 3:25pm, then the parent/carer is expected to make contact with the school. If the parent has made contact - from 3.35pm the school will charge a fee of £6 per child for every hour late. If the parent/ carer has not made contact and the school is unable to obtain contact then procedures outlined in our safeguarding and two year old provision policy will take place.

Signed:**Date:** 19.3.19**Date of renewal:****Appendix 1****Fees & Charges from September 2018**

We are able to provide additional sessions at a cost of **£21.00** (Inclusive of the lunch period) *Discounted £95 for 5 sessions in a week*

If your child is attending full days within the Free Early Education entitlement you will be charged for the period of care provided for lunch at the rate of **£3.50** per session.

Wrap around care is provided at the following rates:

Breakfast Club **£5** per day (7:55- 8:55am)

Afterschool Club **£14** per day (3:25- 6:00pm)