

Waterloo Primary School and Nursery



Charging and Remission Policy

Approved by: S Robinson – Chair of Governors

Signed:

A handwritten signature in blue ink, appearing to read "S Robinson".

Review date: September 2024

WATERLOO PRIMARY SCHOOL AND NURSERY **CHARGING AND REMISSION POLICY**

OVERVIEW

The education we provide wholly or mainly during school hours will be free, but on some occasions a 'voluntary' contribution towards the cost of an activity may be requested by the school. Parents are free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions.

OBJECTIVES

To make clear what will be provided without charge and what will be offered with a charge being made. To clarify what is meant by any request for voluntary contributions.

STRATEGIES

No charge will be made for admitting pupils to school.

Costs for swimming lessons during school hours will be met by the school.

The school may request voluntary contributions towards the cost of some activities planned during school hours.

Where parents are asked to make a voluntary contribution towards the cost of an activity which takes place during school hours, or to school equipment or school funds, the contribution will be genuinely voluntary. Pupils of parents who are unable or unwilling to contribute will not be discriminated against.

When there are insufficient voluntary contributions to make an activity possible, and when there is no way to make up the shortfall, it will be cancelled.

On residential trips that take place wholly, or mainly, during school hours, the school will charge for the cost of board and lodging at the actual cost of the provision.

Where music tuition or singing tuition is not an essential part of the national curriculum, charges may be made.

CHARGES

Breakfast Club and After School Club Charges

Waterloo Primary School and Nursery offers a wraparound provision for all children at the nursery and school from age 3 upwards. If parents/carers opt to use this service the following charges are applicable:

Breakfast Club – Monday – Friday	
7.30am – 8.45am	£4.00 per day (£20 per week)
After School Club – Monday - Friday	
3.30pm – 4.30pm	£4.50
4.30pm – 5.50pm	£5.00
3.30pm – 5.50pm	£8.50

These charges cover staffing, accommodation, building, materials and equipment costs.

Extra-curricular Activities

The school charges for extra-curricular activities ('optional extras') organised by the school e.g. Dodgeball and Football. This is at a minimum rate of £1.50 per session to cover the provider's costs, the cost of supervising staff, equipment and resources, accommodation and building costs.

Information relating to charges will be provided to parents in an initial letter and parental agreement sought prior to provision and participation.

Extra-curricular activity costs for pupils eligible for Pupil Premium funding should they wish to attend an activity are paid from this funding stream.

Nursery Charges

Parents of Nursery pupils have the option to collect their child at the end of the morning nursery session for the lunchtime break or for their child to remain in nursery between the end of the morning session (11.45am) and the start of the afternoon session (12.30pm) during which time, supervision will be provided for a daily charge of £3.50 paid a week in advance or on a half-termly basis in advance. Parents are requested to provide their child with a packed lunch. This charge covers staffing, accommodation, building, materials and equipment costs.

As set out in school's Nursery Admissions Policy, parents who are not eligible for the 30-hour extended offer have the option to pay for the additional 15 hours (subject to availability) at a rate of £4.50 per hour/£13.50 per 3-hour session to be paid monthly in advance. In addition, parents are responsible for renewing their 30 hour provision code; should parents/carers fail to renew a 30-hour provision eligibility code (whether the 30 hours is wholly taken up at Waterloo Primary School and Nursery or across two settings), they will incur costs for the additional 15 hours taken at the Nursery or 7.5 hours if the Local Authority split funding for the 15 hours free entitlement across the two settings. Parents/carers will be invoiced at the rate of £4.50 per hour equating to £13.50 per 3-hour session to be paid monthly in advance.

OUTCOMES

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.

Updated June 2023