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### **Charging Policy for the Squirrels@ Shute Foundation Stage Unit**

The Squirrels@ Shute Foundation Stage Unit at Shute Primary School supports the entitlement to 15 hours free early years provision for 3 and 4 year olds and the 30 hours extended entitlement.

Universal free 15 hours provision is available from the term following a child’s third birthday up until they reach compulsory school age, for every child, irrespective of their background or family circumstances.

Extended Entitlement: From 1 September 2017, some working parents of 3 and 4 year olds will be entitled to up to 1,140 hours of funded early years provision across the year (30 hours per week term time). The Childcare Act 2016 gives more information about this.

Regulations prescribe that children become eligible for free Early Years provision on the dates set out below

A child born in the period	Will become eligible for 15 hours funded provision
1 <sup>st</sup> April – 31 <sup>st</sup> August	Autumn School Term following the child’s 3 <sup>rd</sup> birthday (1 <sup>st</sup> September)
1 <sup>st</sup> September – 31 <sup>st</sup> December	Spring School Term following the child’s 3 <sup>rd</sup> birthday (1 <sup>st</sup> January)
1 <sup>st</sup> January – 31 <sup>st</sup> March	Summer School Term following the child’s 3 <sup>rd</sup> birthday (1 <sup>st</sup> April)

The Education Act of 2002 offered the opportunity to develop the provision of childcare within the maintained schools. The Department for Education advises schools that while the free entitlement at the point of delivery is statutory, provision beyond the 15 hours is not and therefore can be charged for. (see the Child Care Act 2016). The governing body of the Axe Beacon Federation (of which Shute Primary School is a part) makes its charges for additional child care under section 27 of the Education Act 2002.

The provision of quality nursery places for 3 and 4 year olds will help parents to return to work, education and training. This will support families in reducing the impact of poverty.

#### **Policy Aims**

- To ensure our charges are fair and affordable
- Review all charges regularly
- All parents/carers will be given notice of increased charges in the term prior to its effective date
- The primary objective of any monetary increase is to sustain the nursery
- The government’s free entitlement which covers 15 hours per week, over our 38 week school year, will be maintained at all times subject to session availability
- Ensure that parents can easily identify on their invoice what charges are in relation to the additional hours from their free provision

## Child care charges and pricing structure

- The nursery is open 38 weeks of the year in line with the school calendar.
- Session times are either 9:00 – 12.00, 12:00 to 13:00, 12:00 – 15.00 or 15:30
- Parents are not obliged to purchase additional hours in order to secure the free provision
- No charge is made for the funded education place of 15 hours per week but parents can purchase additional hours where available
- The costings are based on resource requirements to meet the revised Early Years Foundation Stage and Ofsted statutory regulations.
- The cost of additional hours (or hours that are attended by a child not in receipt of the funded place) is **£4.00** per hour.
- Hours must be agreed for the whole term. Permanent increases in hours mid-term may be accommodated subject to availability and will be applicable for the remainder of the term.
- If your child is in school between 12:00 noon and 1:00 pm. and you would like them to have a school lunch, a further charge will be made in accordance with the current cost of the school meal.
- All fees are payable in advance at the start of each half term. They must be paid in cash or cheque.
- Charges will be made...
  - for sessions when a child is absent through sickness
  - for sessions when a child is on holiday.

This is because the overheads of the unit, such as staffing, have to be covered.

- The notice period for withdrawing a child from the nursery is one school term.
- Non- payment of fees will normally be pursued through the small claims court.

Shute Primary School reserves the right to impose a charge for late collection of children or for non-collection of children up to £5.00 for every 15 minutes, to cover the additional staff costs incurred. This is in accordance with our late and non – collection of children policy.

Voluntary contributions are requested to cover the cost of trips and special events organised to enrich the delivery of the curriculum. No child will be excluded if a contribution is not received, however, plans may have to be cancelled if sufficient contributions are not received.

Child care costs cannot be met directly from the school's budget but parents may be able to access a range of tax benefits and grants to support child care costs.