

## CHARGING & REMISSIONS POLICY

St Leonards CE First School and Nursery adopts the Charges and Remissions Policy of Staffordshire University Academies Trust (SUAT) and the full policy may be viewed at: <https://www.suatrust.co.uk/wp-content/uploads/2021/08/SUAT-Charges-and-Remissions-Policy2022.pdf>

### Introduction

All core-education, during school hours, is free. Educational visits and workshops for enrichment are chargeable.

### School Meals

Children in Years R, 1 and 2 are entitled to a free school meal each day provided by Chartwells and funded by the government Universal Infant Free School Meals scheme. Children in Nursery, Years 3 and 4 will be charged £2.45 per day for any meals taken during term time. All families of children in Years R to Year 4 are encouraged to check their entitlement to a free school meal based on economic grounds. This can be checked via the Staffordshire County Council web site:

<https://www.staffordshire.gov.uk/Education/Educational-awardsbenefits/FreeSchoolMeals/Overview.aspx>

### The Ark - Extended School Provision

Parental fees will be determined by the Local Academy Council and include clubs run by school staff and sports coaches. Payment should be made in advance through Parent Pay. Non-payment of fees will result in the child's Ark place being suspended until full payment is received. When an account has been suspended due to non-payment, once the account has been settled in full, any future bookings will be payable on a weekly basis. The Academy reserves the right to withdraw provision altogether. All parents of children accessing sessions at The Ark are given a copy of our Terms & Conditions.

The charges are as follows:

	Rec – Year 4	Nursery
8.00am – 8.45am	£3.50*	n/a
3.00pm – 4.00pm	£3.80	£4.50
4.00pm – 5.00pm	£3.80	n/a

\* a sibling discount is applied, the first child is charged £3.50 and any siblings are charged £2.50

### Nursery

Parental fees will be determined by the Local Academy Council. Payment should be made in advance through Parent Pay. Non-payment of fees will result in the child's Nursery place being suspended until full payment is received. When an account has been suspended due to non-payment, once the account has been settled in full, any future bookings will be payable on a weekly basis. The Academy reserves the right to withdraw provision altogether. All parents of children accessing sessions of the Nursery are given a copy of our Terms & Conditions.

Nursery Education Funding may be used to access either 15 or 30 hours of provision.

Charges for those not accessing free childcare, or to those wishing to top free childcare up are:

3 hour session	£12.00
1 hour lunchtime	£2.00
School meal	£2.45

## **Educational Visits and Workshops – Voluntary Contributions**

When organising educational visits or workshops which enrich the curriculum and educational experience of the children, the academy invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient parental contributions, we may cancel the educational visit/workshop. If a visit/workshop goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school educational visit or workshop but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the activity. Sometimes the school pays additional costs in order to support the visit/workshop. Parents have a right to know how each trip is funded.

If parent/carers find it difficult to pay for an educational visit or workshop, especially when there is more than one child in the family attending, an option to pay over a number of weeks will be offered. If this still proves difficult the parent/carer can discuss payment on the grounds of affordability.

When places have been paid for on educational visits/activities etc., all monies are non-refundable for non-attendance.

### **Lettings**

The academy lets the staff carpark to members of the village and local community. The charges are as follows:

One session	£10.00
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### **Breakages and Replacements (as a result of damages caused wilfully or negligently by pupils)**

A charge may be made for the cost of or towards replacement at the discretion of the Headteacher and the Local Academy Council.

### **Remissions**

Children in receipt of free school meals who attract Pupil Premium funding (not Universal Infant Free School Meals) may be offered a reduction in fees determined by the Headteacher and Local Academy Council.

Approved by David Woodward, Vice Chair, December 2022

Review: Autumn 2023