

Ogley Hay Nursery School

Charging and remissions Policy and Procedures

Admissions

There is no charge for admissions.

Educational Visits

School can use its discretion to charge for educational visits during school hours. All children must be given the opportunity to participate in such activities regardless of their parents' ability or willingness to meet the cost. The charge per head must not exceed the actual cost of the visit, divided equally by the number of children participating.

For some visits payments can be paid by instalments should parents wish to do so. In which case, payment sheets will be issued for this purpose.

The voluntary contribution may include elements for: -

- a) Cost of transport
- b) Entrance fees (Museums, theatres etc.)
- c) Insurance Costs.

School Fund

A voluntary contribution of £1 is invited weekly for School Fund to cover the cost of fruit, cooking ingredients, party food, Christmas gifts etc.,

Extended Services

Charges are made to cover Extended Services i.e. Wraparound and Lunch club.

The charges for Extended Schools facilities are overseen by the Governing Body and reviewed annually.

We currently charge:-

£9 per wraparound care session

£2 per lunch club

Little Learners Playgroup

Governors of Ogley Hay Nursery School determine the rate for playgroup sessions. We aim to keep such rates as low as possible to be sustainable and yet to allow our families to access the service. Rates are reviewed annually.

We currently charge:-

£8 per playgroup session

Stay and Play

We charge a minimal £1 per family per session, to cover the cost of refreshments.

School Facilities

Governors of Ogley Hay Nursery School have determined the charges for private use of school facilities by members of staff e.g. private telephone calls and reprographics; private calls 10p (local) per minute, 50p (national) per minute, reprographics 10p per A4 sheet. Staff need to get permission from senior management.

FOI

Charge for photocopy information for parents/ carers as part of freedom of information. See freedom of information policy.

School Fund

Accounts for school fund are audited annually and reported to governors.

Signed

M. Turley

Date 16th September 2019

Headteacher

Signed

Date 16th September 2019

Chair of Governors