

# **Madeley Nursery School**

## **Remissions and Charging Policy**

**Summer 2024**

**To be reviewed Summer 2025**

For families who use the school

### **Core offer and extended care**

Madeley Nursery School is a Local Authority maintained Nursery School. We have a variety of funded places and additional paid places for children from the term in which they become 2 years old. (See our admissions policy for details and eligibility criteria.)

There are limited places for these extended hours, and they must be booked in agreement with the nursery.

These charges are:

- £7.50 per hour for children aged 2 years, until the term after their 3<sup>rd</sup> birthday.
- £5.50 per hour for children from the term after their 3<sup>rd</sup> birthday.

### **Enrichment activities**

All children are entitled to participate fully in nursery enrichment activities and visits regardless of family income.

Contributions for nursery events and trips are voluntary payments and are usually subsidised by school. If, however we do not receive sufficient voluntary contributions certain visits or activities may not be able to take place.

### **School fund**

A voluntary contribution of £1 each week to Nursery School fund is asked for. This goes towards:

1. buying food for daily snacks.
2. buying presents for celebrating birthdays.

3. buying food and bedding for the Nursery pets.
4. buying new books.
5. buying Christmas presents for the children.
6. buying fresh flowers, bulbs, and plants.
7. buying ingredients for cooking.
8. subsidising nursery trips off site.

### **When a child leaves nursery**

An additional school fund cost is requested, of £1 per disc (DVD) or £3.50 for a memory stick to cover the cost of each child's file of digital photographs / videos when they leave nursery.

### **Paper copies of published school policies and procedures**

Paper versions of all policies are available to view as a hard copy in Nursery and electronically via the website.

If a copy of a document is requested, the first copy is free to current families then a charge for photocopying may be made based on the following:

#### **Number of pages - Maximum fee**

1-19 £1	100-149 £10
20-29 £2	150-199 £15
30-39 £3	200-249 £20
40-49 £4	250-299 £25
50-59 £5	300-349 £30
60-69 £6	350-399 £35
70-79 £7	400-449 £40
80-89 £8	450-499 £45
90-99 £9	500+ £50

## **Professional visits and training services**

Madeley Nursery School is committed to supporting the professional development of colleagues from within and beyond the local authority; however, this activity has resource implications for the school. Costs will be charged based upon the provision required and a copy of these charges can be acquired directly from nursery. Please contact our administrator by telephone or email.

Visits to the Madeley Nursery School are charged based on preparation time, salary, and administration costs.

Training package charges are similarly based on preparation time, salary, travel, subsistence and administration costs.

Copies of learning documentation incur a charge based on copy charges (see above) and administration costs.

Publications will have individually set prices, at the time of publication.

This policy will be reviewed annually by the finance and personnel committee of the Governing Body in the summer term.

Remission and Charging Policy- Document Status			
Date of Policy Creation	January 2024	Named Responsibility	L Lowings
Date of review completion	June 2024	Named Responsibility	L Lowings
Inception of new Policy	September 2014	Named Responsibility	L Lowings
Date of Policy Adoption by Governing Body	6-6-24		