

# Bordesley Green East Nursery School Charges and Remissions Policy

## **Introduction**

All education during school hours is free. The Governing Body of Bordesley Green East Nursery School acknowledges its duty and responsibility to ensure that no child is excluded from educational activities for financial reasons. The school does ask for voluntary contributions towards the cost of activities and visits that enrich the educational experiences for children. Such activities may include transport and entrance fees. It must be noted that if the school is unable to fund a trip or activity through voluntary contributions it may need to be cancelled.

## **Context of the School.**

The policy builds upon the school's core values and ethos and is closely linked with the School Equal Opportunities Policy to ensure all children have the right to access the opportunities on offer. Through our positive ethos, our pastoral care and the sensitive implementation of policy, we aim to take every opportunity to support families in financial difficulties who cannot make a financial contribution, giving children an equal chance to participate.

## **Legislation – Education during School Hours**

The DFES in its guidance to school Governors states that; “education provided during school hours must be free. The definition of “education” includes materials, equipment and transport provided in school hours by LEA or the school to carry pupils between school and an activity”. It goes on to advise that “although schools cannot charge for school time activities, they may still invite parents and others to make voluntary contributions (in cash or kind). The essential point is that no pupil may be left out of an activity because of his or her parents cannot pay or will not pay contributions of any kind.

## ***Extended Schools Services***

We acknowledge that the care part of the school's work is not funded by the LA, therefore parents who wish to take up these services must agree to the terms and conditions agreed at the point of registration.

Extended hours fees are reviewed annually in line with inflation. The Governors, with advice from the SLT and Finance Committee, are responsible for making any necessary changes. Parents are given notice of one month of any likely increases in charges and the reasons behind any changes that are made.

There will be a fee charged for before and after school care. Parents will be made fully aware of these charges before registration. All financial procedures are led by the Schools Financial Services and reported back to the Governing Body Finance committee each term.

***Voluntary Contributions - School Fund***

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others. These funds also support a range of activities which enrich curriculum activities e.g. cereals, dried fruit on a regular basis. Larger sums may be used to support the costs of visits or particular visitors e.g. entertainers at festivals or celebrations. Parents have a right to know how this fund is being used and the school provides this information on request. School fund is audited annually and monitored by the Governing Body.

***Additional Equipment.***

The School may offer parents the opportunity to buy additional equipment which they will own e.g. Library Bags. The School will endeavour to supply these materials at a minimum cost and will not intend to make a profit.

***Monitoring***

The policy will be reviewed by the Governors, Head teacher and staff, in the light of any incidents that occur, to ensure that the procedures within, are robust enough to tackle any issues that may arise. Otherwise the policy will be reviewed as part of the policy review cycle by the General Purposes Committee and reported to the Governing Body.