

Eleanor Palmer School

Charging and Remissions Policy

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Charging and Remissions Policy

No charge is made for all aspects of education in school hours such as the provision of books, materials and other equipment connected with the National Curriculum.

Charges for school trips

Our Teaching and Learning Policy sets a goal of 3 visits or visitors a term to support topic work. In order to make this possible parents are asked to make a one off contribution at the start of the year, along with providing a permission slip. Nursery parents who qualify for the 30 hours free childcare allocation described below are asked to make a small contribution towards trip costs.

We have 3 residential trips a year and there is a charge to parents to cover board, lodging transport and extras. Charges are differentiated primarily on the basis of qualification for free school meals. Parents are given ample notice and arrangements are made to enable payments well in advance and in small stages.

For optional activities outside school hours - for example a cinema trip- and damage or loss of property by a pupil, there is a mandatory charge. In exceptional circumstances school will always support individual pupils.

Crucially, no child is ever prevented from going on the trip if such a contribution is not made. We set aside a considerable sum out of the school budget – primarily from our "Keep It EP" parental donation fund - to help subsidise these activities for all children and to specifically fund those Pupil Premium children unable to make the contribution.

Breakfast Club

We offer a breakfast club for all children in Reception class and above. For regular weekly bookings, we charge £3.50 per session per child. Staff children are free. We also offer discretionary free places to some children, based on need and disadvantage.

Playcentre ("Club EP")

We offer an after school playcentre for all children aged 4 and above from 3.30 to 6pm. We charge £12.50 per session for single child families and £10.00 for children in multi-child families..

Before and after school sports clubs

We offer various sports clubs several days a week at the beginning and end of the school day. We charge £20 per term for participation in these clubs.

Nursery fees

Each child in Nursery is entitled to a statutory universal offer of 15 hours of free childcare per week. All children in our Nursery attend on a full time basis for 30 hours a week as we believe that this gives them the best start to their education and reduces the disruption during the school day to our Nursery class that would ensue from offering part time places.

Parents or carers of children who have accepted a nursery place are required to complete a Family Circumstances Form so that we can identify whether:

- their child is entitled to the government's extended Free Early Education offer of 30 hours of free nursery childcare for 3 and 4 year old children of working parents; or
- their child is entitled to 30 hours of free nursery childcare under Camden's Enhanced Offer for 3 and 4 year olds for disadvantaged children.

In the event that that a child qualifies for either offer then we will assist families with completing the necessary forms and registrations to secure this free entitlement.

In the event that a child does not qualify for the 30 hours free childcare, we will request that their parents or carers sign a Nursery Contract where they will commit to make a financial contribution towards the cost of their child's nursery care. This contribution is priced as follows:

- Where one or both parents earns over £100,000 per year: £**130** per week (£8.33 per hour) ("**Band 1 Rate"**).
- For staff, and where one parent is not in work but the family's income does not qualify them for Camden's Enhanced Offer: £**50** per week (£3.33 per hour) ("**Band 2 Rate"**).

There are 38 chargeable weeks in a school year. Families of children starting in September will be asked to make ten equal monthly payments. Children starting mid-year will be required to make pro rata payments as set out in their Nursery Contract.

Payments towards nursery costs can be fully or partially paid to the school with childcare vouchers or through tax-free childcare payments. Direct payments to the school's bank account should reach the school by the end of the calendar month during which payment is due, commencing in the month in which that child starts at Nursery.

Nursery bursaries

In certain circumstances, the school will agree to provide a partial or full waiver of fees in relation to families who would otherwise be required to make Band 1 payments. Bursary application forms are available from the school office.
Nursery lunch

We believe it is important for children in our Early Years and Infants classes to sit together to eat a cooked school dinner every day. As nursery children are not yet entitled to universal infant free school meals, parents of children in our nursery are asked to pay for nursery lunches at the currently applicable rate.

School Dinners

All pupils in our Reception Class onwards currently receive free school lunches funded by the Mayor of London. We charge pupils not eligible for free school meals in our Nursery Class £2.97 per meal, which is the cost price charged to us by Camden. Adult members of staff are entitled to three free school lunches per week, provided they are eaten in the dinner hall with pupils. Additional lunches are charged at a subsidised rate of £3.00.