



PONTELAND COMMUNITY PRIMARY SCHOOL

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Nursery Charging Policy, July 2020

INTRODUCTION

At Ponteland Community Primary School we recognise the importance of nursery education and how significant a good start at nursery can be for early language development and future success.

Three and four year olds are entitled to 15 hours per week of the Free Early Education Entitlement. Parents may apply for five part time morning sessions (8:45-11:45), five afternoon sessions (12.15-3.15), 2 ½ days or full time sessions (8:45-15:15).

CHARGING FOR ADDITIONAL HOURS

Those parents who are only entitled to 15 hours free nursery education a week, and who would like to increase this to 30 hours, can apply to pay the school for an additional 15 hours a week. Additional hours will not be authorized until payment has been made. Failure to pay will result in the child's place reverting to the 15 hours Free Entitlement.

The fee, set by the Governing Body, is £4.00 per hour, paid to Ponteland Academy Trust, and paid before the start of each half term.

The Nursery reserves the right to impose charges for late collection of children up to £4.00 for every 15 minutes, to cover the additional staff costs incurred.

FREE FULL TIME NURSERY ELIGIBILITY

Some children may be eligible for the free 30 hours a week nursery place if they have working parents. Parents can see the eligibility criteria at: <https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to4-year-olds>

SCHOOL LUNCH

For £2.30 a day, parents can pre-order a school lunch through School Grid and pay by direct debit. Parents can choose to provide a packed lunch. There is an additional charge of £3.00 covering lunchtime childcare and will be invoiced to parents.

PAYMENT TERMS

Payment must be made monthly. All outstanding payments must be settled by the end of each calendar month. If payment has not been received within 1 month of the date of the invoice then the child's chargeable sessions at the nursery will be terminated.

CHILDCARE VOUCHERS

The school is a registered Tax-Free Childcare provider. Eligible parents can make savings by setting and paying fees from a Childcare Voucher account. Please see <https://www.gov.uk/help-with-childcare-costs/tax-free-childcare> for further information.

REFUNDS

The school cannot refund fees for sickness absence; if family circumstances change; or where nursery remains closed due to adverse weather.