OAKWOOD INFANT AND NURSERY SCHOOL

Charging and Remissions Policy

Review Date	September 2026
Reviewed by	Governing Body
Review Cycle	Annual
Next review due	September 2027

Signed :.....

Name :.....
on behalf of the Governing Body of Oakwood Infant and Nursery School

This Charging Policy informs staff and parents about charging for school activities.

It conforms to the requirements of the guidance detailed in *"Charging for School activities: Departmental advice for governing bodies, school leaders, school staff and local authorities"* (Department for Education, May 2018)

In accordance with these guidelines, Oakwood Infant School:

1. Will not charge for books, materials, equipment and instruction in connection with the National Curriculum or Religious Education taught at school, except where parents have indicated in advance their wish to purchase the product.
2. Will not charge for any activities which take place in school time, apart from music tuition for individual pupils or pupils in groups of up to four.
3. May charge for school-time activities, trips and events by inviting parents and others to make contributions to enable school funds go further on a voluntary basis. Children of parents who do not contribute will not be treated any differently from those who do make contributions.
4. Will have the right to cancel an activity, trip or event if there are insufficient voluntary contributions to make that activity possible.

5. May charge for:
    a. School meals for three and four year old children enrolled in our Nursery who request to receive a school meal on a full day of Nursery attendance in term-time.
    b. Healthy snacks for three and four year old children enrolled in our Nursery whose parents request for their children to receive this during their time at Nursery.
    c. Any additional Nursery sessions requested by parents over and above their funded universal or extended entitlement (15 hours or 30 hours per week for 38 weeks per year)* where such sessions are made available to parents in the future.
    d. Trips and events for three and four year old children enrolled in our Nursery by inviting parents to make contributions towards the cost of the trip.
    e. Childcare provided outside of normal school hours in the form of a school Breakfast, After School or Holiday Club.
    f. Board and lodgings for pupils on any residential courses.

6. May permit organisations to charge parents when such an organisation is acting independently of the school or the Local Authority to arrange an activity to take place during school hours when parents want their children to join in the activity.
7. May permit organisations to charge parents when such an organisation is acting independently of the school or the Local Authority to arrange an activity or service (eg Before and After School care, Holiday Clubs) to take place outside of school hours when parents want their children to join in the activity or to use the service.
8. May charge for activities (optional extras), which happen outside school hours when these activities are not necessary part of the National Curriculum.

Exceptions to 5a. and 5f. above will be considered for those pupils identified either as being in receipt of Early Years Pupil Premium (EYPP) as confirmed on the Derby City Council FIS Portal or those pupils identified as being in receipt of Targeted Free School Meals Pupil Premium (FSM PP) as confirmed on the Derby City Council Free School Meals Eligibility Checking Service.

The Headteacher will inform parents of the right to claim any free activities if their child is in receipt of either EYPP or Targeted FSM PP.

Parents are asked to make a contribution towards replacing damaged or lost school property caused wilfully or negligently by their children.

The Governors will review the lettings charges levied by the school on an annual basis.

* Please see *“Nursery Sessions and Charges Statement”* for additional information