



WESTROYD PRIMARY SCHOOL & NURSERY

CHARGING POLICY FOR EXTENDED NURSERY PROVISION & WRAPAROUND CHILDCARE

AIM

The aim of this policy is to set out what charges will be levied for provision of additional hours of nursery sessions above and beyond those provided free by the Nursery Education Grant (NEG). This policy also covers the charging for Wraparound provision before and after the school day.

RESPONSIBILITY

The Governing Body of the school is responsible for determining the contents of this policy and the Headteacher for its implementation.

NURSERY HOURS

Westroyd Nursery offers fully flexible provision. Our nursery is open Monday to Friday from 8.30am to 3.30pm. Fifteen hours are provided free by the Nursery Education Grant (NEG).

We accept 15 hours and 30 hours free childcare entitlements subject to eligibility. Our sessions are Teacher led Monday, Tuesday 8.30am-3.30pm and Wednesday 8.30am-11.30am. Our sessions Wednesday 11.30am-3.30pm, Thursday & Friday 8.30am-3.30pm are provided on a childcare basis following the National Early Years curriculum. Wraparound sessions can be paid for from the 30-hour free entitlement or by parents booking and paying additional fees for the wraparound sessions.

Wraparound sessions are charged at:

- Morning session (8:30am – 11:30am) £15
- Afternoon session (12:30pm – 3:30pm) £15
- Full day (8:30am – 3:30pm) £35

In some circumstances additional hours may be charged on an hourly basis. These will be charged at £5 per hour.

Subject to availability Westroyd Nursery will offer additional sessions to parents / carers at an extra cost. The availability of these sessions will be reviewed termly.

To qualify for the additional 15 hours of free childcare parents must meet the proposed eligibility criteria. Please visit www.childcarechoices.gov.uk and follow the links to the main Government website.

NURSERY FEES

The level of fees is to be determined by the Governing Body. Fees are payable in advance at the beginning of each month.

Fees will be charged at full rate for periods of sickness or other absences taken during term time. One terms notice will be given by the school of any proposed variation in the fees chargeable.

WRAPAROUND

Our before and after school club operates during term time and is open from 7.30am until 8.45am and then 3pm until 6pm.

WRAPAROUND FEES

From October 2023. The morning session is charged at £6 and the evening session is charged at £16.50. There is a 10% discount available for second children in a family accessing the provision. There are a limited number of short after-school places available at a cost of £6 for pick up before 4:00pm. Fees are payable in advance at the beginning of each month.

Fees will be charged at full rate for periods of sickness or other absences taken during term time. Four weeks' notice is required in writing to end sessions. Amendments to days should be requested via the School or Early Years office.

LATE FEES

In the event that a child is not picked up by 6pm, the school reserves the right to charge a late payment fee of £5 for every 15 minutes over. This charge also applies to those who pick at 4pm.

Approved September 2023

Next Review July 2024