

Purley Partnership Federation



Purley Nursery School
Achieving and growing together



Christ Church Primary School
Nurturing lifelong learners with God's guidance

Charging policy

Revised April 2023, due for review April 2025

Aims

All education during school hours is free. The Federation does not charge for any activity undertaken as part of the Early Years Foundation Stage or National Curriculum with the exception of individual or group music tuition.

Voluntary contributions

When organising school visits which enrich the curriculum and educational experience of the children, the federation invites parents to contribute to the cost of the visit. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a visit. If a visit goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in an education visit, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the visit. Sometimes the relevant school pays additional costs in order to support the visit. Parents have a right to know how each visit is funded. The relevant school provides this information on request.

The following is a list of additional activities organised by schools in the federation, which require voluntary contributions from parents. This list is not exhaustive:

- visits;
- sporting activities which require transport expenses;
- school trips;

Residential visits

If Christ Church Primary School organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of board, lodging and travel expenses. If parents are experiencing financial difficulty they are invited to make an appointment in confidence with the Executive Head Teacher. The governing body makes funds available to cover the shortfall where it is clear the family does not have the means to pay their child's contribution to the residential visit. This financial

situation regarding the costs due to non-payment is monitored closely by the Personnel and Finance committee.

~~If a residential visit inadvertently makes a surplus, this surplus is rolled over onto the next residential visit by that cohort.~~

Music tuition

All children study music as part of the normal school curriculum. We do not charge for this.

Christ Church Primary School will charge for all other instrumental and vocal tuition requested by parents and delivered by specialist tutors within school hours, whether offered to an individual or group of pupils. Charges will be determined by Croydon Music Service or the music teacher themselves and may vary depending on size of group, length of lesson and type of instrument. The contract is between the music service or individual music teacher and the parents.

Swimming

Christ Church Primary School organises swimming lessons for children in classes 3, 4 & 5. These take place in school time and are part of the National Curriculum. We make no charge for this activity as it is government funded. We inform parents when these lessons are to take place.

After-School Clubs at Christ Church School

From time to time, individual staff organise after-school clubs such as Art Club or Cookery Club. The cost of the materials needed to run these clubs will be passed directly to the parents in the form of a weekly or termly charge.

~~At present the school has some funding to provide financial assistance for vulnerable children so that they are able to access after school activities. This includes children who are eligible for free school meals. Parents need to make an appointment to see the head teacher to verify eligibility and clubs will then invoice schools directly. This applies until this funding runs out.~~

Charges

- Loss of, damage to, or breakage of school property e.g. books, windows, other equipment and so on, will be charged for if caused by negligence or deliberate act at the discretion of the Executive Head teacher for Christ Church School or the Head of school for Purley Nursery School.
- Wraparound care (beyond the statutory 3 hours per day/15 hours per week nursery education entitlement) will be charged as follows:

Purley Nursery School Before and After School Club Prices:

| | |
|--|----------------|
| Breakfast Club 8am start | £3.00 per day |
| Breakfast Club 7.45am start | £4.25 per day |
| Additional Nursery Session from 11.30-3.30pm | £21 per day* |
| Non funded 3 hour session | £16.50 per day |
| Lunch Session (11.30 to 12.30) for parents | |
| Eligible for 30 hour offer | £5.50 per day |

| | |
|-------------------------------------|----------------|
| After School Club till 3.30pm - 5pm | £8.25 per day |
| After School Club till 3.30pm – 6pm | £13.75 per day |

*It may be possible to offer Lunchtime sessions if there is insufficient uptake for the additional sessions. These will be charged at £5.50 per session.

Holiday Playscheme to be charged as follows within the following session times:
(A 20% discount is offered for the second and subsequent sibling)

| | |
|------------------|-----|
| 9am - 5pm | £30 |
| 10.00 – 4.00 pm | £28 |
| 10.00 – 12.30 pm | £13 |
| 1.30 – 4.00 pm | £13 |

- The School reserves the right to offer alternate rates under special circumstances.

Christ Church Primary School Before and After School Club Prices:

*This extended hours provision is provided and managed by Purley Nursery School.

| | |
|-----------------------------------|----------------|
| Breakfast club 8.00 am to 9.00am | £5.50 per day |
| Breakfast club 7.45 am to 9.00 am | £6.75 per day |
| After School club 3.00 pm – 5pm | £11 per day |
| After School club 3.00 pm – 6pm | £16.50 per day |

- Parents will be invoiced for wraparound care every half term by **Purley Nursery School**.
- Fees must be paid in advance to **Purley Nursery School Parent Pay**.
- Outstanding unpaid fees of more than 6 weeks will lead to the place being withdrawn.

Late Collection Charges for both schools are set out in the Late Collection of Children policy

These charges will be reviewed annually.

Emergency Child Care Provision Charges

In the event of school closure in response to a national/ global crisis or pandemic, the Federation Schools may have to provide emergency child-care for specific groups of children. Christ Church School will be used as a central hub across the Federation and staff will provide emergency child-care Monday -Friday from 8am till 6pm.

All Primary aged children will not be charged for their child care during school hours.

All Nursery aged children will be charged in addition for their funded hours:

| | |
|---------------------------|----------------|
| Lunch care | £5.50 per day |
| Non funded 3 hour session | £16.50 per day |

Emergency child care will also include bank holidays and half term holidays however this is dependent on staff availability and the circumstances of the national/ global crisis or pandemic.

All child care received during bank holidays and half term holidays will be charged at:

Monday - Friday £5.50 per hour - between 8am - 6pm

Breakfast and After School Club

The Federation Schools will offer to all children (term time only):

| | |
|-------------------------------------|----------------|
| Breakfast Club 8am start | £2.50 per day |
| After School Club till 3.30pm - 5pm | £7.50 per day |
| After School Club till 3.30pm – 6pm | £12.50 per day |

- Parents will be invoiced for emergency child care every half term by **Purley Nursery School**.
- Fees must be paid once the children have received the care to **Purley Nursery School Parent Pay**.
- Outstanding unpaid fees of more than 6 weeks will lead to the place being withdrawn.

Late Collection of Children

At Christ Church school, there is a cost for the care of those children who are collected late. As a result there is a charge of £5 for this care if you collect more than 10 minutes after your child's allocated end of day collection time. This will increase by £5 for every additional half hour. If you do not have money with you we ask that you pay this the following day or we will arrange to deduct the money from your parent pay account.

At Purley Nursery School, there is a cost for the care of those children who are collected late. As a result there is a charge of £5 for this care if you collect more than 10 minutes after your child's allocated end of session collection time.

Arrangements in the event that your child/children are not collected from the Schools at the end of the day

The following procedures have been developed with the Local Authority to ensure the care and safety of your child.

What Parents should do to ensure the safety of their Child

- **It is important that you provide us with your current address and two telephone numbers where you or someone authorised by you can be reached in an emergency.**
- **If you are aware that you are going to be delayed please telephone to let us know.**
- **If you arrange for your child to be collected from school by another adult, you must advise us who that person is and for how long the arrangement will be in place.**

What the School will do to ensure the safety of your child

- **If you have not arrived at the close of the School to pick up your child, a member of staff will make every effort to contact you on the numbers provided.**
- **If you are just delayed then appropriate arrangements will be made to wait for you and you will be charged for the child care.**
- **If we are unable to locate you or another adult who could act on your behalf, by 6.30 pm, a member of staff will ring a duty Social Worker in the Social Services Department at Bernard Weatherill House on 020 8726 6400.**
- **Efforts will continue to be made to contact you, if you have not been contacted and you have not arrived by 7.30 pm, a member of staff will be asked to take your child to the place as arranged with the duty Social Services officer.**
- **In the event of this happening a message will be left for you to contact the Social Services department and you will be advised where your child is and how you can collect them.**

Clearly these events should be rare, but nonetheless they can be distressing for all concerned. We hope that such arrangements will not be necessary.