



Meersbrook Bank Primary School

Derbyshire Lane, Sheffield, S8 9EH

T: 0114 2814423

enquiries@meersbrookbank.sheffield.sch.uk
www.meersbrookbank.sheffield.sch.uk



Head: Mrs R. Edwards

Deputy: Mrs C. Shaw

Chair of Govs: Ms K. Johnson

Charging Policy

Compiled by	Clare Shaw	Sept 2018
Agreed by	Staff	
Approved by	Resources Governors	
To be reviewed	Annually	
Reviewed by	Resources Governors	Sept 2018
Reviewed by		

Introduction

The purpose of this document is to outline the policy and recommendations made by the governing body, with regards to the Charging Policy for Childcare services provided by Meersbrook Bank Primary School.

Policy Statement

As a responsible provider the school must ensure that users of their childcare services are able to pay for any extra services they receive and do not allow personal debt to accrue that could place a family or child in financial hardship.

Policy for the charging of additional childcare services

Additional time in the Nursery setting is available to children receiving 30 hours free childcare entitlement.

The rates that users will be charged will be determined by the school, in line with guidance from Early Years and current market charges and will be reviewed annually.

You will only be charged for extra time in the Nursery setting, if you exceed your 30 hours free entitlement. The cost of this will be £5.00 per hour (£2.50 per half hour).

This will mainly apply to parents where children are attending Meersbrook Bank Nursery from 8.30 to 3.30 on each week day (this would add up to 35 hours over the week, so 5 hours would be charged at a rate of £5 per hour, £25 per week).

There is also the option of 30 hours children being provided with a school dinner at lunch time and this will be charged at £1.75 per day if required.

Fees will be charged per week and should be paid a half term in advance of the sessions being taken.

There will be no reduction in cost for the attendance of additional siblings in a family.

If you fail to reconfirm your 30 hours code in time, you may be charged for any hours taken over the 15 hours free entitlement.

The setting will only operate in term time, and fees will not be chargeable for the days on which Nursery is closed for Bank Holidays and Teacher Training Days.

Sickness or absence needs to be reported to the School Office on a daily basis and fees paid are non-refundable.

If a parent/carer wishes to remove a child from the setting they must provide a terms notice.

We reserve the right to charge for late pick up, if this becomes a regular occurrence.