Moorside Primary School and Nursery

Charging and Remissions Policy 2026 - 2027

Date:	Review Date:	Coordinator:	Nominated Governor:	
September 2026	**September 2027**	**Mrs J Pawley**	**Mr C Lea**	
Headteacher:		**Mrs C Rowett**	**Date:**	08.10.26
Chair of Governors:		**Mr C Lea**	**Date:**	08.10.26

Introduction
The purpose of the policy is to ensure that there is clarity over those items which school will provide free of charge and for those items where there may be a charge.

Responsibilities
The Headteacher will ensure that staff are familiar with and correctly apply the policy.
The Governing Body will review the policy annually.

Policy Statement
During the school day, all activities that are a necessary part of the National Curriculum (excluding swimming lessons) will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charges made for teaching an individual pupil or groups of pupils to play a musical instrument, unless the teaching is an essential part of the National Curriculum.

Voluntary contributions will be sought for activities during the school day which entail additional costs, for example swimming, school visits, working with skilled professionals etc. In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution ***(however, if insufficient funds are available, it may be necessary to curtail or cancel the activity/trip).***

Optional activities outside of the school day
We will charge for optional, extra activities provided outside of the school day, for example, privately run clubs, visits to sporting events, after school clubs etc. Such activities are not part of the National Curriculum.

Education partly during the school day
If a non-residential activity happens partly inside and outside of the school day, there will be no charge if the majority of the time to be spent on the activity falls within the school day. However, if the bigger proportion of time spent falls outside of the normal school day, charges will be made. When such activities are arranged, parents will be told how the charges were calculated.

Residential Visits
Charges will be made for board and lodging, individual circumstances will be taken into consideration and a mutual agreement will be made as to the charge.
Other charges will be made to cover costs when the number of school sessions missed by the pupils totals half or more of the number of half-days taken up by the activity. In such cases parents will be told how the charges were calculated.

Calculating Charges
When charges are made for an activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't or won't. Support for cases of hardship will come through voluntary contributions and fundraising. The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

Music Tuition
In cases of hardship, the Governors will consider in their absolute discretion the remission of fees (either in full or in part) for those pupils who they consider will benefit from such tuition.

Staffing Charges
Staff are expected to pay for any personal photocopying.

Nursery Charges
All children are entitled to funded nursery provision from the term after their third birthday (15 or 30 hours per week depending on family circumstances). It is expected that parents will choose to take this entitlement for the hours spent in our Nursery. The funding arrangements are made by the school. Parents must ensure they return an accurate termly Parental Booking Agreement to confirm their child's nursery place each term to ensure this funding can be arranged.

If a parent is taking any of their entitlement at another provider, they must indicate this on the Parental Booking Agreement. If a parent is splitting their 15 or 30 hours with other providers, this must be made clear.

For children accessing their 30 hours childcare funding with us, a £2.00 charge will be made to cover staffing if children are collected at 3.15pm rather than 2.45pm. Nursery children can bring their own packed lunch or a have a school dinner. Payment must be made via ParentPay.

Parents who do not qualify for 30 hours childcare funding but would like their child to attend Nursery for more than 15 hours can pay for extra afternoon sessions. The charge for an afternoon session from September 2026 – August 2027 is £18.50 to 3.15pm or £16.50 to 2.45pm. A full day would be £33.00 from 8.45am – 2.45pm (£5.50 per hour) or £35.00 from 8.45am – 3.15pm. (£5.50 per hour plus £2.00 end of day charge). Children can bring their own packed lunch or have a school dinner. Payment must be made via ParentPay.

Moorside Buddies Club
All children from Nursery to Year 6, enrolled at Moorside Primary School and Nursery, are entitled to attend Moorside Buddies Breakfast and After School Club. A booking form is available from the School Office or can be downloaded from our website (www.moorsideschools.org.uk).

The charges from September 2026 – August 2027 are:

Breakfast Club: £4.50 (including breakfast)

After School Club: 3.15-4.30pm: £4.00 (drink and a biscuit)
3.15-5.30pm: £9.50 (drink, biscuit, snack and fruit)
3.15-6.00pm: £11.50 (drink, biscuit, snack and fruit) – Monday to Thursday only.
3.15-5.00pm: £6.00 (drink and a biscuit) – this option is only available on a Friday.

Siblings are entitled to a 10% discount on the second and subsequent children. Parents must pay via ParentPay or with childcare vouchers. The maximum credit is £50.00 after which, booking is not possible. If you are late collecting your child(ren), a late pick-up fee of £10.00 will be charged.

If your child(ren) attends another after school club first before being taken to Buddies, the Buddies place must still be paid for in full as we cannot offer the Buddies place to another child.

Letting of School Rooms & Grounds
Hiring of the School Hall and Grounds is subject to the terms and conditions of the School's Letting Agreement and Booking Forms. Hire charges from **1st September 2026** start from:

School Hall:	£20.00 for the first hour, £15.00 per hour (or part of) thereafter (plus VAT).
School Grounds:	£15.00 for the first hour, £10.00 per hour (or part of) thereafter (plus VAT).
School Classroom:	£10.00 per hour (or part of) (plus VAT).

Please contact the school office for a personalised quotation depending on proposed usage etc.