



## **TEAM Multi Academy Trust**



## **Foundation Stage Unit Charging Policy**

This Policy was adopted by the TEAM Multi Academy Trust  
on

Date 10<sup>th</sup> December 2015

Signed (on behalf of the Board of Trustees) *Penny Wignall*

Signed (Headteacher) *Paul Mulligan*

Review Date Spring 2017

# Charging Policy for Brumble Bees Foundation Stage Units

TEAM Multi-Academy Trust and the Brumble Bees Foundation Stage Units (FSUs) at Brayford and Umberleigh Academies supports the entitlement to 15 hours free early years provision for 3 and 4 year olds.

All three and four-year-olds are entitled to a free early years education place for 570 hours a year over no fewer than 38 weeks of the year.

Some two-year-olds are also eligible for a funded place through receipt of 2gether Funding. Our FSUs are approved providers and can admit two-year-olds at the start of the term in which they have their third birthday.

We expect to admit children that will be using their Early Years Education Funding or 2gether Funding as well as children whose parents are buying additional hours and those that are both funded and buying hours. There may be some children who are only attending for bought hours and some that only attend for funded hours. The minimum amount of funded time in a day is 3 hours and the maximum is 6 hours.

Regulations prescribe that children become eligible for free early year's provision on the dates set out below

<b>A child born in the period</b>	<b>Will become eligible for 15 hours funded provision</b>
1 <sup>st</sup> April – 31 <sup>st</sup> August	Autumn School Term following the child's 3 <sup>rd</sup> birthday (1 <sup>st</sup> September)
1 <sup>st</sup> September – 31 <sup>st</sup> December	Spring School Term following the child's 3 <sup>rd</sup> birthday (1 <sup>st</sup> January)
1 <sup>st</sup> January – 31 <sup>st</sup> March	Summer School Term following the child's 3 <sup>rd</sup> birthday (1 <sup>st</sup> April)

The Brumble Bees Foundation Stage Units admits:

- Eligible two-year-olds funded as rising three-year-olds at the start of the term in which they have their third birthday.
- Non-funded two-year-olds as rising three-year-olds at the start of the term in which they have their third birthday.
- Early Years Education funded three- and four-year-olds from the start of term following their third birthday.
- Non-funded three- and four-year-olds from the start of term following their third birthday.

The Education Act of 2002 offered the opportunity to develop the provision of childcare within the maintained schools. The Department for Education advises schools that while the free entitlement at the point of delivery is statutory, provision beyond the 15 hours is not and therefore can be charged for (see the Child Care Act 2006). The trustees of the TEAM Multi-academy Trust (of which Brayford and Umberleigh Academies are a part) makes its charges for additional child care under section 27 of the Education Act 2002.

The provision of quality foundation stage unit places for 3 and 4 year olds will help parents to return to work, education and training. This will support families in reducing the impact of poverty.

#### Policy Aims:

- To ensure our charges are fair and affordable.
- To review all charges regularly.
- To ensure all parents/carers are given notice of increased charges in the term prior to its effective date.
- To ensure that the primary objective of any monetary increase is to sustain the foundation stage unit.
- To ensure that the government's free entitlement which covers 15 hours per week, over our 38 week school year, is maintained at all times subject to session availability.
- To ensure that parents can easily identify on their invoice what charges are in relation to the additional hours over and above their free provision.

#### Child care charges and pricing structure:

- The foundation stage unit is open 38 weeks of the year in line with the school calendar.
- Session times are either 9 – 12.00 or 12 – 3 or 9 – 3.
- Parents are not obliged to purchase additional hours in order to secure the free provision
- No charge is made for the funded education place of 15 hours per week but parents can purchase additional hours where available
- The cost of additional hours (or hours that are attended by a child not in receipt of the funded place) is £3.70 per hour (the same as funded hours).
- All fees are payable monthly. An invoice will be issued at the beginning of each month. Payment can be made by cash, cheque made payable to the TEAM Multi-academy Trust or by direct bank transfer.
- Charges will be made for sessions even when a child is absent through sickness or holidays.
- Charges will be made for sessions when the school and FSU is unable to open due to circumstances beyond our control. This is because the overheads of the FSU, such as staffing, have to be covered.
- The notice period for withdrawing a child from the FSU is one school term.
- Non- payment of fees will normally be pursued through the small claims court.

Voluntary contributions may be requested to cover the cost of trips and special events organised to enrich the delivery of the curriculum. No child will be excluded if a contribution is not received, however, plans may have to be cancelled if sufficient contributions are not received.