



Charging and Remissions Policy

Purpose

Barnet Early Years Alliance (BEYA) is committed to ensuring equal access to early years education and childcare services, regardless of financial circumstances.

This policy sets out:

- Charges for childcare and additional services;
- Arrangements for voluntary contributions;
- Circumstances in which remissions or fee reductions may apply.

Childcare Entitlements and Fees

BEYA delivers funded early education places in accordance with current government childcare entitlement guidance.

Information regarding funded childcare entitlements can be found at:

[Childcare Choices](#)

Any sessions attended outside funded entitlement hours are chargeable at the rates detailed in Appendix A.

Parents and carers purchasing additional childcare sessions will receive a written agreement setting out:

- Fees payable;
- Payment arrangements;
- Notice periods;
- Terms and conditions of the service.

Payment of Fees

Fees are invoiced monthly in advance through School Money.

Payment may be made by:

- Childcare vouchers;
- Debit card;
- Credit card;
- Other approved electronic payment methods.

Cash payments are not accepted.

Fees must be paid within 14 days of invoice issue.

BEYA reserves the right to withdraw additional childcare provision where fees remain unpaid.

Fees remain payable during periods of child absence, including illness.

There is no free settling-in period. Fees are payable from the agreed start date.

Late Collection Charges

Children must be collected promptly at the end of their agreed session.

Where children are collected late, an additional charge may be applied to cover staffing costs.

The current late collection charge is £1.00 per minute after the agreed collection time.

School Merchandise

Items including sweatshirts, T-shirts and nursery bags may be purchased through the school office. Current prices are available on request.

Educational Visits and Activities

BEYA may organise educational visits, visitors and enrichment activities to support children's learning and development.

The Governing Body may request voluntary contributions towards the cost of these activities.

No child will be excluded from an activity because their parent or carer is unable or unwilling to contribute voluntarily.

Where insufficient voluntary contributions are received, the activity may be cancelled.

BEYA does not make profit from voluntary contributions.

Remissions

The Headteacher and Governing Body may, at their discretion, reduce or waive charges where it is considered reasonable to do so.

Decisions will take account of:

- Individual circumstances;
- Financial hardship;
- Available school resources.

Terms and Conditions

Parents and carers using additional paid provision agree to the following conditions:

- Fees are payable monthly in advance;
- Fees remain payable during periods of absence;
- Fees are non-refundable where the school is required to close for reasons beyond its control, including severe weather, emergency closure or industrial action;
- A minimum of four weeks' written notice is required to cancel additional sessions or childcare provision;
- Fees remain payable during the notice period.

Monitoring and Review

The Governing Body will review this policy annually or sooner if legislation or operational requirements change.

Appendix A – Childcare Fees

Brookhill Nursery School
Hampden Way Nursery School
St Margaret's Nursery School

Session	Time	Charge
Breakfast Club	8:00am – 8:30am	£4.50
Morning Session	8:30am – 11:30am	£27.00
Lunch Session	11:30am – 12:30pm	£9.00
Afternoon Session	12:30pm – 3:30pm	£27.00
Tea Session 1	3:30pm – 5:00pm	£13.50
Tea Session 2*	3:30pm – 6:00pm	£27.00

*Available at Brookhill Nursery School only.

30 Hour Funded Provision (Term Time Only – 38 Weeks)

9:00am – 3:00pm Monday to Friday

Additional hours outside funded provision is charged at £9.00 per hour.