

## Childcare Offer & Charges Template

Section 1 – Setting Details	
<b>Ofsted Registration No.</b>	119549
<b>Setting Name</b>	St. Anne's Copp CE Primary School, Great Eccleston
<b>Address</b>	Copp Lane, Great Eccleston, Preston
<b>Postcode</b>	PR3 0ZN

Section 2 – Description of Services Offered	
<b>Opening days &amp; times</b>	Monday – Friday, 7.30am – 6pm
<b>Weeks open in year</b>	38 (follows school's term and holiday pattern)
<b>Term time only places</b>	Subject to availability
<b>Available sessions</b>	16 places available. Please ask at the school office for availability.
<b>Age ranges</b>	From 3 <sup>rd</sup> birthday up to children starting school.
<b>Notes :</b>	<i>Nursery / School day is 8.45am – 3.15pm (6.5 hours). Parents can use 15-30 free funded hours if they are eligible. Any extra 'paid for hours' will be charged below (see Section 4).</i>

Section 3 – Early Education Funding Offer & Delivery Patterns					
Options	Session times	Total funded hours per day	Days of the week available	Term time availability	Stretched Hours
<b>Breakfast Club</b>	<b>7.30am – 8.45am</b>	<b>1 hour 15 minutes</b>	<b>Mon - Fri</b>	<b>Yes</b>	<b>No</b>
<b>Morning Session</b>	<b>8.45am – 11.45am</b>	<b>3 hours</b>	<b>Mon - Fri</b>	<b>Yes</b>	<b>No</b>
<b>Lunch Session</b>	<b>11.45am – 12.15pm</b>	<b>30 minutes</b>	<b>Mon - Fri</b>	<b>Yes</b>	<b>No</b>
<b>Afternoon Session</b>	<b>12.15pm – 3.15pm</b>	<b>3 hours 25 minutes</b>	<b>Mon - Fri</b>	<b>Yes</b>	<b>No</b>
<b>Afterschool Club</b>	<b>3.15pm – 6.00pm</b>	<b>2 hours 45 minutes</b>	<b>Mon - Fri</b>	<b>Depends on availability</b>	<b>No</b>
<b>Notes :</b>	<i>Availability in Pre-School, Breakfast and After-School Club (Geccoes) depends on staffing and age ratios. We can only offer 4 spaces for 3 year olds per day. Parents must adhere to the Geccoes Policy (available on our website).</i>				

Section 4 – Charges for Additional Hours			
Where families require additional hours over their daily funded entitlements, charges will be applied as follows :			
Chargeable Times	Under 2's	2 Year Olds	3 & 4 Year Olds
7.30 – 8.45am	n/a	n/a	£5.00
8.45 – 11.45am	n/a	n/a	£17.50
11.45 – 12.15pm	n/a	n/a	£2.50 (plus lunch cost of £2.70 if taken)
12.15pm – 3.15pm	n/a	n/a	£17.50
Full day session	n/a	n/a	£35.00
After school club (Geccoes)	n/a	n/a	£8.50 (reduced to £5 for collection before 4.30pm)
<b>Notes</b>	<i>Paid sessions are charged to the child's ParentPay account. Payment must be kept in credit at all times.</i>		

Section 5 – Charges for Meals & Snacks		
Description	Unit	Unit Price
School lunch (optional)	1	£2.70 per lunch.
Notes	<i>Parents can choose to send a packed lunch with their child. School lunch can be ordered daily, no notice period needed to cancel. We have a no NUTS and Nutrition Policy in school. Children are provided with a small snack in the morning that forms part of the session cost.</i>	

Section 6 - Charges for Non-Food Consumables		
Description	Unit	Unit Price
No charges.		
Notes	<i>Parents must provide their own nappies, wipes etc.</i>	

Section 7 – Charges for Extra Activities		
Description	Unit	Unit Price
From time to time, pre-school may undertake optional visits and/or visitors to school to enhance learning and the children's experiences.	2	£tbc
Fundraising events for school & charities may include non-uniform days – requests to donate £1.00 / chocolates or small items for school events organised by our Parent Teacher Association (FOCS) throughout the year. Fundraising includes, but not limited to church events.	various	£various
Notes	Visits are optional and parents can choose for their child not to take part. Where this occurs, parents may be asked to swap their child's session for an alternate session. Donations towards visits or visitors are appreciated but not compulsory.	

Section 8 – Opt-Out Policy & Reasonable Alternatives
<i>Clearly explain what the reasonable alternatives are for parents who wish to opt out of the optional services for meals, non-food consumables and extra activities, so they are clear of the implications for their child.</i>
<i>Explain the process for how parents can opt out of optional services. Also specify the notice period required if they wish to change their decision.</i>
<b><i>Parents can choose to send a packed lunch with their child rather than paying for a school meal. School lunch can be ordered daily, no notice period needed to cancel. Visits are optional and school will work with parents to provide an alternate day for the child to attend pre-school if they prefer. All visits will have a deadline and parents cannot change their decision once the deadline has passed. There may be expectations to this is transport/bookings can be altered. Donations for fundraising are appreciated but not compulsory.</i></b>

Section 9 – Other Charges		
Description	Unit	Unit Price
<b>Optional</b> school jumper that can be purchased from the Uniform & Leisurewear shop in Garstang or	Blue St. Anne's Copp jumper or Blue St. Anne's Copp hoodie	From £8.50 - £14 (new uniform) £10.50

a school hoodie that can be purchased through ParentPay and given via the school office directly.		
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#### **Section 10 – Tax Free Childcare**

*If you accept Tax-Free Childcare or Universal Credit Childcare, explain how families can use these schemes at the setting.*

**We are registered for Tax-Free Childcare. Parents need to inform the School Office of their child's unique reference number. Once the School Office receives the monthly bank statement, credits are manually added to the child's ParentPay account.**

**ParentPay is an online Finance Management System used by school <https://www.parentpay.com/>**

**Once a child starts Pre-School, they will be given a login and a password for ParentPay. All financial pre-school/school will be activated from ParentPay. The School Office will provide monthly statements of charges for parents who claim Universal Credit. Contact the School Office on 01995 670969.**

**Please note that Tax-Free Childcare cannot be used for school meals.**