



CHARGING AND REMISSIONS POLICY

(March 2026 update)

This policy was agreed by the Governing Body of Newcroft Primary Academy on 23rd March 2026 and is reviewed twice annually, or as required.

Signed: Chair of Governors

Date: 23rd March 2026

Statutory Policy

Newcroft Pre-School provides funded places for children aged 3-4 years old. Parents/Carers may be eligible to receive up to 30 hours of Government funding (FEEE). The Pre-School Provision is available during term time (38 weeks per year) from 8.45 am – 3.10 pm (6 hrs 25 mins per day).

We aim to be as flexible as possible with our provision, giving parents options of how they wish to use their FEEE entitlement. This includes being flexible on the number of sessions, and/or attendance at Breakfast and Afterschool Club.

Sessions

- The morning session starts at 8.45 am until 11.45 am.
- The afternoon session starts at 11.45 am until 3:10 pm.
- Parents and carers should give the Pre School 28 days notice of a change in hours or days.

Wrap Around Care

In addition, we can offer Breakfast Club from 7.30am and Afterschool Club until 5.30pm. This extended service is charged if not taken as part of the FEEE entitlement hours. Current charges available on the school's website or from the school's office.

Free Early Educational Entitlement (FEEE) – children aged 3 and 4 years

Children are eligible to free early educational entitlement from the term after their third birthday. When places are allocated, children will be admitted taking account of the following criteria:

- Date of Birth
- Session availability
- Date of application received
- Requested start date

All children are entitled to 15 hours of free nursery provision from the term after their third birthday provided over 38 weeks (Universal entitlement). Where numbers facilitate, parents will be offered flexible options for using their 15 hour entitlement.

Some children are eligible for extended FEEE entitlement of 30 hours per week which Newcroft Pre School offer over term time of 38 weeks. It is the parent's responsibility to register for the 30-hour entitlement at www.childcarechoices.gov.uk

Parents can see the eligibility criteria at: <https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds>

Charging for Additional Hours and Services

Additional hours are sessions or extra time in Pre-School over and above each child's free entitlement. Parents have the opportunity to purchase additional hours.

Charging for additional hours will be increased to £6.50 per hour from August 2026 when the Pre School opens for the Autumn term. Charges will remain at £6.00 per hour to the end of academic year 2025-26.

Additional hours will be invoiced by the school and may be paid by instalments outlined on the termly invoice.

FEEE funding begins annually on approximately 1st September each year. Newcroft Pre School will open for the start of the Autumn term in line with Newcroft Primary Academy. Term dates are available on the school's website. Parents may choose to delay their child's start date until their FEEE funding begins or pay for non-funded hours to start in line with the main school.

Drinks and Snacks

Drinks and snacks are provided by the school for children attending the Pre School setting.

Lunchtimes

Children attending Pre-School may purchase a school dinner. The charge for school meals can be found on the school's website or available from the school's office. If your child attends a full day and does not have a school dinner, a packed lunch will need to be provided by parents.

Additional Linked Policies

The Pre School Admissions Policy can be found on the school's website.

The Symphony Learning Trust Charging and Remissions Policy is available through the following links: www.symphonylearningtrust.co.uk

The SLT Charging Policy, along with the Newcroft Primary Academy Annex of charges can be found in the Policies section of the school's website: www.newcroftprimaryacademy.co.uk