# Charging Policy

# Ludham Nursery

## Early Education and Childcare Charging Policy

### Purpose

Ludham Primary School is committed to ensuring that all eligible children can access their funded early education and childcare entitlement free of charge and in accordance with Department for Education guidance and Norfolk County Council's Early Education and Childcare Funding Agreement.

### Funded Entitlement

Eligible children may access:

- 15 funded hours per week.
- Up to 30 funded hours per week where eligible.

Funded hours are provided free of charge.

Parents will not be charged for:

- Top-up fees.
- Registration fees as a condition of accessing funded hours.
- Deposits for wholly funded places.
- Delivery of the EYFS curriculum.

- Learning resources, books, toys, craft materials or equipment necessary to deliver childcare.
- General business costs including staffing, utilities, rent, insurance or maintenance. [

## Session Structure

| Session | Time | Charge |
|---|---|---|
| Morning Session | 8.45am to 11.45am | £16 |
| Lunchtime Period | 11.45am to 12.15pm | £3 |
| Afternoon Session | 12.15pm to 3.15pm | £16 |

Children may attend:

- Morning session only.
- Afternoon session only.
- Both sessions.

## Lunchtime Supervision

Where a child attends both sessions, parents may purchase lunchtime supervision between 11.45am and 12.15pm.

This service:

- Is optional.
- Is not part of the funded entitlement.
- Is not required to access funded hours.
- Will be charged separately and itemised on invoices.

Parents may choose not to purchase lunchtime supervision and may choose to collect their child instead. No child will be denied access to funded hours because a parent chooses not to purchase this service.

## Chargeable Extras

The School may charge for:

- Lunchtime supervision.
- School-provided meals.

- Additional private childcare hours.
- Optional trips.
- Optional enrichment activities.

## Transparency

All invoices will clearly separate:

- Funded hours.
- Private hours.
- Food consumables.
- Non-food consumables.
- Optional activities.
- Optional services.

The School will publish this policy and any optional charges on request and make them available during the admissions process.

## Review

This policy will be reviewed annually or sooner if legislation or Norfolk County Council guidance changes.

**Signed**: Andrea Goreham, Headteacher **Date**: 17th July 2026.

**Next review date:** 17th July 2027