

# Extended Services Charging Statement

Samuel Barlow Primary Academy

Edition – March 2023

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## **1 Breakfast Club**

The Breakfast Club (BC) is open to all children who attend the academy.

### **Enrolment and booking**

To enrol your child(ren) in the Breakfast Club, a booking form must be completed. Sessions for your child(ren) should be selected at the time of enrolment. Due to staffing levels and to guarantee places, it is a requirement that places are booked and paid for in advance. We will always endeavour to accommodate ad hoc and last-minute bookings but due to statutory staffing ratios this may not always be possible.

### **Payment**

Charges will be paid via sQuid in advance. Failure to pay in full will mean that your child cannot unfortunately attend the sessions. Refunds will not be made for any missed booked sessions, please see the paragraph below on charges. Any unexpected or additional sessions that arise during the month must be paid for at the time of booking.

### **Charges**

The current standard daily rate charge is outlined in Appendix A and includes breakfast providing the child(ren) arrive/s before 8.15am. Booked sessions will be charged for, irrespective of absences. We regret that this has to be enforced, but it is to ensure essential overheads relating to staffing provision are covered.

### **Included in the charge**

Children will be cared for by the Extended Services Team. A variety of age-appropriate activities will be available for the children to take part in. We also include quieter options to give the children the opportunity to relax with friends before the start of the school day if they wish to. Children are always supervised by a member of the Extended Services Team until it is time to go to their class.

### **Food and drink**

A healthy breakfast will be served with a choice of cereal and milk, toast, fruit, diluted fruit squash and water.

## **2 Appendix A**

### **Breakfast club charges**

£3.50 per session

### **Free school meals**

Children in receipt of Free School Meals are entitled to a free place at Breakfast Club.

### **Children of governors and staff**

Children (who attend a Primary Academy in the Trust) of governors visiting an Academy on governor related activities and children (who attend a Primary Academy in the Trust) of all full time Diverse Academies staff are entitled to a free place in Academy run Breakfast Clubs and After School Clubs.

The children (who attend a Primary Academy in the Trust) of part time and casual Diverse Academies staff are entitled to a free place in either Breakfast Club or After School Club only when the hours that that staff member is working would cause them to require childcare provision to enable them to work.

It is essential that overheads relating to staffing provision are covered and as the academies rely on paid places to run the extended services, should there only be the children of staff in attendance at either Breakfast Club or After School Club then the Academy reserves the right not to run that service.

### **Children of active service personnel**

The children of active personnel are entitled to up to 20 hour of free access to extended services.

#### **Eligibility criteria**

- At least one partner (or single parent) must be serving as an Armed Forces Regular (including Full Time Reserve Service Full Commitment).
- Dependent children aged 4 to 11 must attend school (including home schooled children) and be living with the Serving person for the majority of the time unless separated due to service commitments (deployment, residential courses), or when on serving on unaccompanied assignments overseas involuntarily with the family in the UK. Adopted children, children of long-term relationships and domestic partner children, where they meet the eligibility criteria, are eligible. Where the child is normally resident elsewhere for example with another natural parent or relative, the Service person will be unable to claim WAC funding. Foster children are not eligible, as WAC eligibility is based on Tax-

Free Childcare (TFC) criteria set by HMRC, part of the eligibility criteria for TFC is that the parent has responsibility for the child. Fostered children are 'looked after children' and the Local Authority (LA) is responsible for them. The way the LA delivers its responsibility is by employing foster carers, but the LA remains responsible for the child.

- The partner of the Service person must be in paid employment, starting or restarting work within the next 31 days (earning the equivalent of 16 hours at national minimum / living wage). Both partners must each have an adjusted net income of £100,000 or less per annum.
- The WAC provider must be Ofsted, or equivalent, registered, including schools and childminders.
- A Tax-Free Childcare (TFC) account must be set up with HMRC for each child that Service Personnel wants to claim the funding for.
- The childcare provider must also be signed up to the TFC scheme.
- The Service parent has either an assignment order to a UK based unit or is serving on an unaccompanied assignment overseas involuntarily with the family residing in the UK.

To apply for the funding, Parents have to access the [Discover My Benefits website](#) and complete a form to ensure they meet the above criteria, if they are successful then we believe the payments will be processed in the same manner as Tax-Free Childcare Vouchers (TFC).

**Notice of any increase in charges:** We will give one month's notice, in writing to parents, of any changes in charges