Discretionary Fund

Goostrey Pre-School’s mission is to provide the best care and education for the children in our setting. We also support the families of these children practically and emotionally.

There are times when it is in the best interest of a child to be attending pre-school where a parent is unable to pay and no funding is available.

This could be for

* Safeguarding concerns raised by the Pre School staff which means child needs to be in regular attendance at pre school
* A child requires additional support before starting school (and parents have indicated that they are unable to fund additional hours)
* Where a parent needs to go somewhere not suitable for a child to attend (Funeral, Hospital Appointment, Court etc)
* Significant changes in family income
* Change in family circumstances (ie. parental separation)
* Illness or uncertainty in the family

This could be a one off or long term arrangement.

For one off occasions this can be at the managers discretion as these occasions tend to be last minute and a need immediate action. If time allows then the Manager will discuss with the Business Manager and Trustees will be informed. The impact of this would be a maximum of an extra day at Pre-School for no fee.

For long term arrangements this must be discussed and approved at a Trustee meeting and recorded in part B of the minutes. The Business Manager will then write up an agreement and get this signed by the Parent(s).

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| This policy was adopted by Goostrey Pre-School | Date February 2024 |
| To be reviewed February 2025 | Approved by  Jessica Moores |

Previous examples.

Child A attend 15 hours a week during term time all funded for. I had concerns that home life wasn’t ideal and the safeguarding team were aware of the family but were deemed low risk and support was offered. I invited this child to attend Holiday club for free every Wednesday so that I could check on him through the 7 week break before he started school.

Child B attended 30 hours a week funded for the autumn and spring term. Parents circumstances changed and child was no longer eligible for 30 hours only 15 hours. It was important that Child B was at Pre-School for the 30 hours in the summer term before going to school in the September as they were behind their peers academically and were use to the stability and routine of Pre-School.

Neither time had parents asked for this but I felt it was the best for the child and Anne-Lou and I discussed it before it was offered.