

Hemingford Grey Playgroup

Policy: Fundraising and Sustainability

June 2017

Introduction

Hemingford Grey Playgroup is a non-profit making community playgroup situated in the grounds of Hemingford Grey Primary School. Our funding comes from fees, fundraising events and any grants we can obtain. We do not receive funding from any other source.

Procedures

Fees are charged at an hourly rate. This is constant over the morning and afternoon sessions and through lunch club in order to maintain consistency and simplicity. All children who attend Playgroup are charged the same hourly rate. This fee is reviewed annually by the committee and any increases are detailed to the parents in writing at the earliest opportunity. Generally, fee increases take place from the September of any academic year.

Children who attend Hemingford Grey Playgroup the term after their third birthday and beyond are entitled to statutory Nursery Education Funding, which covers 15/30 hours of funding. The Playgroup Manager co-ordinates this funding in liaison with parents and Cambridgeshire local authority. Also, there is funding from 2 and 3 year olds with Pupil Premium. Any child who does not qualify for funding or who attends in excess of their entitlement will be billed for these hours at our hourly rate.

A named member of Hemingford Grey Playgroup Management Committee has responsibility for fundraising. This fundraising may take a variety of forms including; offering parents commercial goods and taking a percentage of the price, hosting family and adult social events and running stalls and activities at village events.

It is also the responsibility of the Playgroup Manager and the committee to be aware of all grants which may be obtained and apply for these. These may be from the local authority, other organisations and private individuals.

Should Hemingford Grey Playgroup at any time run into financial difficulty or sustainability issues, it is the responsibility of the committee to consider ways of generating more income, reducing all levels of expenditure and considering all other avenues of funding. This should be done in line with the local authority, who do offer some financial support in such circumstances. There is also the Financials Reserves policy available to refer to.

This policy was adopted at a meeting of Hemingford Grey Playgroup Committee, held on 9th July 2009, and reviewed on 8th June 2011 and 15th July 2014 and 20th September 2017.

Signed by the chairperson, on behalf of the Committee:

..... (Chairperson's name - block capitals)

..... (Chairperson's signature)

..... (Date)