



# Charging Policy

## 1 Introduction

- 1.1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum. However, we may charge for some additional extra activities such as individual or small group music tuition.

## 2 Aims and Objectives

- 2.1 The aims of this policy will:

- set out what the school will not charge for, what it will make a charge for, or request a voluntary contribution from parents/carers;
- clarify how charges will be determined, so parents and carers understand why requests for payment are sometimes made for some activities.

## 3 Voluntary Contributions

- 3.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. When a trip goes ahead, it may include children whose parents or carers have not paid any contribution. We do not treat these children differently from any others.

- 3.2 If a parent wishes their child to take part in a school trip or event but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents and carers have a right to know how each trip is funded, and the school provides this information on request.

- 3.3 The following is a list of additional activities, organised by the school, which require voluntary contributions from parents and carers. These activities are known as “optional extras”. This list is not exhaustive:

- visits to museums;
- fieldtrips and research visits;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- musical events.
- Residential Trips

Children who are in receipt of Pupil Premium will not be asked to pay for any of these activities as the school receives a sum of money for these children.

## **4 Music Tuition**

- 4.1 All children study music as part of the normal school curriculum. We do not charge for this.
- 4.2 There is a charge for individual or small-group music tuition, since this is an additional activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. The Music Service make a charge for these lessons. We give parents and carers information about additional music tuition at the start of each academic year.
- 4.3 Additional Music tuition is provided in year 5 as part of the wider opportunities and this is not charged for.

## **5 Swimming**

- 5.1 The school organises swimming lessons for children when they reach year 3. These take place in school time and are part of the National Curriculum. We ask for a small contribution towards the cost because we are such a small school. We inform parents and carers when these lessons are to take place.

## **6 Damage/Loss to Property**

- 6.1 A charge will be levied in respect of wilful damage, neglect or loss of school property (including premises, furniture, equipment, books or materials). The charge to be the cost of replacement or repair, or such lower cost as the Headteacher may decide.
- 6.2 A charge will be made in respect of wilful damage, neglect or loss of property (including premises, furniture, equipment, books or materials) belonging to a third party, where the cost has been recharged to the school. The charge to be the cost of replacement or repair or such lower cost as the Headteacher may decide.

## **7 Hire of School Facilities**

- 7.1 Charges are made in accordance with the Letting's Policy of the school although the School Office Manager may negotiate lower rates depending on individual circumstances, at a charge of at least the cost of providing the facilities.

## **8 Nursery – Extended Care**

- 8.1 We offer 15 hours part time Early Week/Late Week places and 30-hour Full Time places (for children attending Monday-Friday) subject to eligibility criteria being met. The lunch period is not included in the 15/30-hour offer (1/2 hour per full day attended). We make a small charge for this extra ½ hour lunchtime care which is outside these funded hours (please note that this charge does not include a school meal). This is charged termly in advance. If parents/carers do not wish to pay this charge, children can be collected at the end of the morning session and brought back to school for the afternoon session after lunch.

## 9 Monitoring and Review

9.1 This policy is monitored by the governing body and is reviewed annually.

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