



CHARGING POLICY

This Policy will be reviewed again in 2019

INTRODUCTION

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition that is not an essential part of the National Curriculum.

VOLUNTARY CONTRIBUTIONS

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

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 always allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit.

The following is a list of additional activities organized by the school, which sometimes require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- musical events.

RESIDENTIAL VISITS

If a residential activity takes place largely during term time, is to do with the National Curriculum or the Agreed Syllabus for Religious Education, no charge may be made either for the education or the cost of travel. However, charges can be made for board and lodging except for pupils whose parents receive certain state benefits who are exempt from payment. In these cases the Head Teacher will advise them of their right to claim free activities. We request, however, voluntary contributions towards travel expenses in order to make residential trips viable.

MUSIC TUITION

All children study music as part of the normal school curriculum. We do not charge for this. There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons. Parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

SWIMMING

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

OUT OF SCHOOL HOUR ACTIVITIES/OPTIONAL EXTRAS

Charges may be made by the LEA/governing body for out of hours optional extra activities such as after school sport clubs. Parents will be told how the charge is worked out and who might qualify for help with the charges. If a charge is made for each pupil it will not exceed the actual cost. Charges are not made if the activity forms an essential part of the syllabus.

Parents will not be charged for such activities that are a necessary part of the National Curriculum or an essential part of a syllabus for an approved public examination.

STATIONERY AND EQUIPMENT

All essential equipment that children require to complete classwork is supplied free of charge. We encourage children to be responsible for their equipment. The school may ask parents to contribute towards the costs of deliberate damage by a pupil. This will help support behaviour management.

Policy review

This policy will be reviewed after 12 months in the first instance and every two years after that. The Governing Body will undertake the policy review as it recognises that it is its statutory responsibility and not solely that of the Head Teacher or staff to do so.

Signed:

Head Teacher

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Date:

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Chair of Governors

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Date:

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