



### **Charging (statutory school aged children)**

All education for 4 – 11 year olds during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. The purpose of this policy is to ensure that, during the school day, all children have full and free access to a broad and balanced curriculum.

### **Charging (nursery aged children)**

A minimum of 5 sessions per week is required (1 session is either a morning or afternoon). Early Years funding is available for children aged between 3 and 5 years old and this covers the cost of the first 15 or 30 hours per week. The funding is available after their 3<sup>rd</sup> birthday and we will provide parents with the necessary paperwork to claim this when the time comes.

Parents/ carers requiring additional sessions will be charged.

### **Calculating charges**

When charges are made for any trip/ activity, whether during the day or outside the school day, they will be based on the actual costs incurred including any staff costs, divided by the total number of pupils participating. The principle of best value will be applied when planning activities that incur costs to the school and/or charges to the parents.

### **Voluntary contributions**

Visitors, Visits and Journeys during and after school hours:

When organising visitors, 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 cancel the event. 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 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 have a right to know how each trip is funded. The school provides this information on request.

### **Activities during school hours:**

From time to time, parents may be asked to make a voluntary contribution towards some costs e.g. cooking ingredients, transport for swimming lessons, specialist art/ design & technology equipment, boxes of tissues. In such cases, if there is an end product, this becomes the property of the parents and may be taken home on completion.



### **Activities out of school hours**

Charges will be made for individual or group tuition and extra-curricular clubs requiring peripatetic teachers and specialised resources e.g. art resources.

### **Residential visits:**

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of board, lodging and transport.

### **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 musical instrument tuition if this is not part of the National Curriculum. The peripatetic musical instrument teachers teach individual or small group lessons. We make a charge for these lessons. We give parents cost details about additional musical instrument tuition termly.

### **Swimming:**

The school provides an opportunity for children to have a series of swimming lessons during their time in Key Stage 2. These take place in school time and are part of the National Curriculum. We ask for a small voluntary contribution towards the cost of transport if required. 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.

### **Remission**

The Head Teacher and Governors will consider sympathetically cases of genuine need seeking help with these charges and may offer to remit, in part or in full, the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum. Applications in this instance need to be made to the Head Teacher.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence to apply for the remission of charges in full or in part. The Head Teacher, in consultation with the Chair of Governors, will make authorisation for such remission.

The Governing Body will monitor the impact of this policy by regularly reviewing the income and expenditure of all activities where charges are levied, investigating any shortfall and the funding of it.