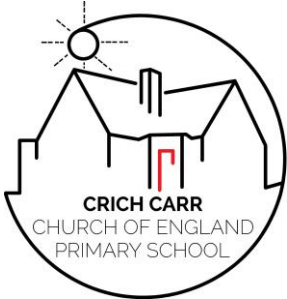


Crich Carr Church of England Primary School



CHARGING POLICY

Policy Number 6

	Date	Minute No.	Next Review date
Approved by Governors	April 2020	1596	April 2021
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To be reviewed: Annually			
Nominated Governor responsible for review: V Holmes			

Crich Carr Church of England Primary School

CHARGING POLICY

1. Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

2. 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 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 parents wish their child to take part in a school trip or event but are 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 and the school will provide this information on request.
- The following is a non-exhaustive list of additional activities organised by the school which require voluntary contributions from parents:
 - Visits to museums;
 - Sporting activities which require transport expenses;
 - Outdoor adventure activities;
 - Visits to the theatre;
 - Curriculum based activities;
 - School residential trips;
 - Musical events/tuition.

3. Residential visits

- As these take place mainly outside school hours, we can make a charge which is not voluntary. However, we would try to ensure that no child is excluded because they are unable to afford the whole amount. Information regarding the costing is sent to parents in good time before the event to allow time to save for the visit. Payments by instalments are also encouraged.

4. Ingredients/materials for practical activities such as cookery and craft

- To help school finances, parents may be asked to pay the cost of materials where the finished product is to be kept by the pupil. Costs for these will be calculated based on the cost of the material. No profit will be made.

No child will be disadvantaged because of parents' inability or unwillingness to pay, and, therefore, all children will be able to participate in these activities.

5. Music tuition

- All children study music as part of the normal school curriculum. We do not charge for this. If parents wish their child to have instrumental teaching at lunchtime or after school (in our case drum and guitar lessons), a private agreement will be made with the provider as to fees.

6. 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.
- Key Stage 1 children also undertake swimming lessons. This is over and above the provision that Primary schools usually provide but we feel that it is of great value to the children. We use sports funding to cover associated costs; transport, hire of pool and swimming coach.

7. Sports

- The school offers a variety of sports coaching throughout the year run by specialist coaches or staff. The majority of these after school activities are free. However, some private coaching may take place that parents are asked to contribute to e.g. dance lessons. This will be by signed agreement beforehand.

8. Transport

- We normally ask for donations towards the cost of transport associated with extra-curricular activities. However, these donations are used to cover only the expenses of the trip and not to make a profit.

9. Breakfast and After School Club

- The school provides a Breakfast and After School Club Monday to Friday 7.30 – 8.30 am and 3.15 – 6pm. Parents are charged for using this facility per session as detailed in the Breakfast and After School Club information. Current charges are £3.00 for breakfast club with an additional 60p for breakfast and £7.00 for after-school club with an additional £1.20 for tea.

10. Miscellaneous charges (other than those for pupils)

- **Charges for lettings:** The Governing Body will follow directions from the Local Authority regarding the use of school premises. Current charges are £21.73 per session.

Concessionary rates or free letting agreements may be appropriate in certain situations where it is deemed by the Governing Body to be of benefit to the school, its children or meets community goals. In such situations the reasons for the concessionary rate must be clearly minuted and approved.

- **Private telephone calls:** Recognising school staff make numerous telephone calls on their home landlines and mobiles throughout the year on school business, it would be unreasonable to expect them to pay for the occasional private telephone call from school.

11. Collecting and banking sums collected

- The school maintains records of all charges collected.
- All income is kept safe against loss or theft and will be paid promptly into the appropriate bank account.

12. Assessment by outside providers

- If the school engages the services of an Educational Psychologist because it feels a child is in need of a full assessment, then the school will cover the cost. However if a parent's request for a formal assessment and it is not felt necessary by the school, then the parent is expected to cover the cost.

Review: This policy will be reviewed and approved annually by the Governing Body.

Signed:

Co-chair of Governors

Date: