



# Charging Policy

**Head Teacher: N. Pallister**

**Chair of Governors: A. Harris**

**Reviewed: February 2025**

**Next Review: February 2027**

# Charging Policy

## 1 Introduction

- 1.1 The Governing Body believe in providing equal opportunities for all pupils. 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 or Enrichment Activities within school.

## 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. If we do not receive sufficient voluntary contributions, we may cancel a trip. If 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 may 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;
  - outdoor adventure activities;
  - visits to or by a theatre company;

## 4 Residential visits

- 4.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do suggest a voluntary contribution to cover the costs of board and lodging, although parents and carers who receive benefits are exempt from this charge. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

## 5 Music tuition

- 5.1 All children study music as part of the normal school curriculum we do not charge for this.
- 5.2 There is currently no charge for individual or small-group music tuition, despite this being an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by a peripatetic music teacher. Although parents and carers in receipt of benefits are no longer exempt from payment the school will fully support the additional costs to enable those pupils to maintain their lessons. We give parents and carers information about additional music tuition at the start of each programme cycle.

## **6 Swimming**

- 6.1 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, and neither do we ask for a voluntary contribution from parents and carers to cover the cost of transport. We inform parents and carers when these lessons are to take place, and we seek the written permission of parents or carers for their children to take part.

## **7 Additional sports coaching**

- 7.1 The school is often able to secure the services of a qualified sports coach. The school chooses not to make a charge for this service and so children attending these sessions are not asked to contribute financially toward the cost of the coaching session. The school routinely offers additional football and gymnastics coaching after school.

## **8 School minibus**

- 8.1 We never request a voluntary contribution if children are transported in the minibus to an extra-curricular activity.

## **9 Monitoring and review**

- 9.1 This policy is monitored by the governing body, and will be reviewed every two years or sooner if necessary.