



Pytchley Endowed C E Primary School

Policy on Charging

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 Curriculum, with the exception of some individual or small-group music tuition.

2 Voluntary contributions

2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents 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 have not paid any contribution. We do not treat these children differently from any others.

2.2 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 have a right to know how each trip is funded, and the school provides this information on request.

2.3 The following is a list of additional activities, organised by the school, which 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 or by a theatre company;
- school trips abroad;
- musical events.

3 Residential visits

3.1 If the school organises residential visits in school time, or mainly in school time, we do charge for the travel expenses, board and lodging. If we cannot raise sufficient funding through these contributions, the visit may have to be cancelled. There are various grants that can be applied for to help financially with these trips.

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 curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. We make a charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

5 Swimming

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



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6 After school clubs

6.1 The school offers additional after school clubs. We make a small charge for these sessions.

7 School minibus

7.1 We normally charge if children are transported in the minibus to an extra-curricular activity. However, we use these charges only to cover the expenses of the trip, and not to make a profit.

8 Damage/Loss of Property

8.1 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.

8.2 A charge will be levied in respect of wilful damage, neglect or loss of school 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.

9 Lettings

9.1 The school will make its facilities available to outside users at a charge of at least the cost of providing the facilities. The Finance Committee will determine the scale of charges annually. For users connected to school, the charge will be based on the site staff overtime costs.

10 Other Charges

10.1 The Headteacher, Finance Committee and Governing Body may levy charges for miscellaneous services up to the cost of providing such services e.g for providing a copy of policies or reports.

11 Remissions Policy

11.1 The Headteacher, Finance Committee or Governing Body may remit in full or part charges in respect of a pupil, if it feels it is reasonable in the circumstances.

11.2 The Headteacher, Finance Committee or Governing Body may decide not to levy charges in respect of a particular activity, if it feels it is reasonable in the circumstances.

12 Monitoring and review

12.1 This policy is monitored by the governing body, and will be reviewed every three years or earlier if necessary.

Signed:

Date: 10 / 12

October 2015
Reviewed :10/ 2016
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