



CASTILION PRIMARY SCHOOL

Engage, Enthuse, Empower



Reviewed	Agreed by Staff	Review Date	Committee responsible for review
September 2020	September 2020	When necessary	Learning and Achievement

CHARGING POLICY

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 some individual or small-group music tuition. We may also ask for contributions towards visiting theatre groups and speakers.

Voluntary Contributions

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.

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.

The school appreciates that some parents are on low incomes and find the requests for contributions difficult to accommodate. Because of this we make a conscious effort not to make too many requests at any one time. We also offer parents the opportunity to pay in instalments if this helps.

Residential Visits

We organise one School Journey each year for pupils in year 4 and 6. The cost for these includes specialist leaders from the centres. If the school organises a residential visit in 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. It is made clear to parents at the time of booking that if the school decides it subsequently becomes inappropriate for a child to attend the school journey because of unacceptable behaviour any monies paid are non-returnable. Parents book a place for their child on this condition. There is no right of appeal.

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 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.

Swimming

The school organises swimming lessons for children in Years 4, 5 and 6. These take place in school time and are part of the National Curriculum. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part

Requests for Evidence

There is a £5.00 flat rate charge for letter requests from parents to use as evidence for their child. This includes copies of children's school reports, attendance information, parental responsibility and any other information regarding their child at school. Copies of information that can be found on the web-site are provided free of charge, unless the amount of copies required is excessive. The Headteacher will decide what constitutes an excessive amount.

Extended Schools Provision

There may be costs incurred by pupils attending after school clubs if they are run by external agencies. The agencies running these clubs will set the cost. Clubs run by staff members have no cost attached to them.

Monitoring and review

This policy is monitored by the governing body, and will be reviewed in two years, or earlier if necessary.

Signed: Head Teacher

Date:

Signed: Chair of Governors

Date: