

Lightcliffe CE (VA) Primary School

Charging Policy

Rationale

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.

Guidelines

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 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;
- upper KS2 residential trips;
- musical events.

Residential visits

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. However, we do make a charge to cover the costs of transport, board and lodging.

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.

Swimming

The school organises swimming lessons for all children in Year 4. These take place in school time and are part of the National Curriculum. We therefore make no charge for this activity. We inform parents when these lessons are to take place.

Charging for Cost of Ingredients, Materials etc

The school must bear the costs of ingredients, materials and equipment required for practical subjects. Parents may make a voluntary contribution towards these costs. The school may make a charge for these items if the parents agree, in advance, that they wish to own the finished product. All students will be treated the same, whether their parents contribute or not.

Charging for Optional Activities

Those activities which take place either wholly or mainly outside school hours, are not part of a prescribed public examination, required to fulfil the national curriculum or religious education. Participation is based on individual choice, with parental agreement to pay for the provision.

Charges can cover:

Travel

Board and lodging

Materials, books, instruments and other equipment

Staff costs

Entrance fees

Insurance

The charge is based on the total cost of the activity divided equally by the number of participants. It can include a subsidy for those whose parents will not, or cannot, pay the charge. The cost should exceed the total cost of the activity. Costs of staff can only be included if:

- They are employed by the governors or Education Authority specifically for this activity
- They are employed by the governors or Education Authority to provide instrumental music tuition
- They are staff already employed by the governors or Education Authority and have been given a separate contract for this activity

Charging for Damaged or Lost Items

The school may charge parents for the cost to replace items broken, damaged or lost if it is due to a pupil's behavior.

This policy will be reviewed regularly by the Governing Body.