

# **St Luke's Halsall Primary School**



## **Charging Policy**

*Inspiring Lives, building futures, together with Jesus*

## Charging Policy

### Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. The provisions of the 1988 Education Reform Act will be followed.

### 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 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 organized 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 the theatre;
- school trips abroad;
- musical events.

### 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 group music tuition if this is additional tuition requested by the parent and not part of the National Curriculum. Peripatetic music teachers teach individual or small group lessons. 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 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. We do not ask for a voluntary contribution towards costs.

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### Residential visits

If the school organises a residential visit in school time or mainly 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 and lodging. School may provide financial support for children who are eligible for pupil premium funding from the government.

### Extra-Curricular Activities

Where extra-curricular activities are provided by school staff before or after school no fee is charged. Clubs run by outside groups sometimes involve a charge. In these circumstances, parents/guardians enter into a payment agreement direct with the organisation involved.

### Remissions

In addition to free provision of education during the school day, some pupils qualify for Free School Meals. Parents of these children will be able to apply to the school for a subsidy towards the cost of residential school trips.

The Headteacher undertakes that parents will be told of the right to claim free activities if they are eligible for Free School Meals.

### If you are unable to pay of any reason

Please contact Mrs Watts in the school office if you are experiencing any difficulties with making a voluntary contribution. We will never exclude any child from a trip or visit for financial reasons.

- The amount we ask in voluntary contributions will never exceed the actual cost of the activity per pupil.
- We will give as much notice as possible of any activities that require a voluntary contribution
- This will be a minimum of 1 week for a school trip and a minimum of 60 days for a residential visit.
- We will tell you at the outset if the activity cannot possibly be funded without voluntary contributions.
- As a school we seek to provide best value.

This policy has been written taking May 2018 DfE guidelines into account.

Full DfE guidelines are available via this link:

[https://assets.publishing.service.gov.uk/media/5af99c8ae5274a25e78bbe30/Charging\\_for\\_school\\_activities.pdf](https://assets.publishing.service.gov.uk/media/5af99c8ae5274a25e78bbe30/Charging_for_school_activities.pdf)

**Signed:**

**Date:**