

CHARGING POLICY

Reviewed: January 2020

To be reviewed: January 2021

Our Lady of Victories Catholic Primary School

Charging Policy

1 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 individual or group music tuition.

2 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. Any request by a parent to the Headteacher for financial help or assistance, is in strictest confidence. Governors may apply some of the Governors' Funds to pay for, or subsidise trips or activities. 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
- visits to the theatre;
- musical events.

3 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 educational aspect of the trip. However, we do make a charge to cover the costs of board and lodging and travel expenses. Parents who receive state benefits are exempt from payment.

4 Music tuition

All children study music as part of the normal school curriculum. We do not charge for this.

The peripatetic teachers teach individual lessons outside curriculum time. These individuals make a charge for these lessons and they liaise directly with parents to give information about and charges for additional music tuition.

5 Swimming

The school organises swimming lessons for all children in Year 3. 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.

6 Additional Sports Coaching

Both during PE lessons and after school, the school offers additional sports coaching. Qualified coaches, who are not members of the school staff, run and organise these sessions. We make a small charge for these sessions only when they take place after school.

7 School Meals

School meals are free of charge for pupils in Reception, Years 1 and 2. There is a daily charge for school meals for pupils in Nursery, and pupils in Key Stage 2 (Years 3 to 6). Pupils who are entitled to free school meals do not have to pay for meals. Parents should speak with the office staff, in confidence, to check if their child is eligible for free school meals.

8 After School Clubs

The school offers additional after school clubs, many of which are privately run. There is a charge for these sessions and the costs vary depending on the club and the resources needed to run it. Pupils in receipt of PPG or children **whose** parent are experiencing financial hardship may receive assistance with part or all of the club fees following a discussion with the headteacher. The private individuals/company running the club are asked to give 10% of their termly income from the club to the school to cover expenses such as heating and lighting etc.

9 Languages

Children in KS2 study French as part of the normal school curriculum. We do not charge for this. However, there are privately-run French, Spanish and Italian Clubs, which take place before school or after school and for which a charge is made.

10 Damage or Loss of Equipment

Where damage or loss of the School's equipment occurs through the behaviour of pupils, the parents of those pupils may be asked to compensate the School at the Head's discretion.