



Cressing Primary School

Charging Policy

February 2014

Signed – Chair of Governors	
Signed – Head of School	
Signed – Executive Headteacher	

Policy on Charging and Remissions

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 National 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 asks 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. At other times we might ask the PFA to supplement the cost of the trip. 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 and education centres
 - 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 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 education. However, we do make a charge to cover the expense of board and lodging and ask for voluntary contributions towards the cost of travel. Parents who receive state benefits are exempt from paying the charge for board and lodgings. If we cannot raise sufficient funding through voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

4 Music tuition

- 4.1 All children study music as part of the normal school curriculum. We do not charge for this. Free clubs are also offered for choir and recorders.

- 4.2 There is a charge for some individual or small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. Individual or small-group lessons are taught by peripatetic music teachers through Music for Schools. Music for Schools charge for these lessons. Parents are given information about additional music tuition at the start of each academic year.

5 *Swimming*

- 5.1 The school organises swimming lessons for all children when they are in Class 3. These take place in school time and are part of the National Curriculum. We make no charge for this activity, but we do ask for a voluntary contribution from parents to cover the costs. We inform parents when these lessons are to take place, and we seek the parents' written permission for their children to take part.

6 *Football and Tennis*

- 6.1 The school offers additional football, gymnastics, children's self defence and tennis coaching after school. Qualified coaches, who are not members of the school staff, run and organise these sessions. There is a small charge for these sessions.

7 *Cookery Club*

- 7.1 Cookery Club is offered as an after school club once a week. There is a small charge to cover the cost of staffing and for the ingredients and fuel used.
- 7.2 The headteacher has the discretion to wave fees charged by the school if parents/carers have difficulty paying.

8 *Monitoring and review*

- 8.1 This policy is monitored by the governing body, and will be reviewed every year.