



Cressing Primary School

Charging Policy

November, 2019

Date for Review	September 2020
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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.

5.2 After School Clubs

The school offers many additional clubs such as football, netball, rugby and cookery. There is a small charge for these and the cost of the club is dependent on the resources that are needed. For example, cookery club requires a regular stock of ingredients. A children's self-defence club and other clubs run by qualified coaches, who are not members of the school staff, also take place at the school. These are run by providers who take on the responsibility for organising these. There are charges for these sessions and these are made direct to the providers.

- 5.3 The headteacher has the discretion to wave fees charged by the school if parents/carers have difficulty paying.

5.4 After School

There are times when parents are late when picking their children up from school. Life events do happen but unfortunately there are parents who are repeatedly late. This requires staff to look after pupils which disrupts them from their duties. As a result, the following payments are to be made to the school if a parent is late when collecting their child. These are:

3.15pm – 50p; 3.30pm – 3.45pm - £1; 3.45pm-4pm - £1.50; 4pm onwards - £4

We have spoken with others school and note that, in comparison with these schools, we are not charging as much.

6 *Monitoring and review*

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

