

OUGHTRINGTON
COMMUNITY
PRIMARY SCHOOL



Charging Policy

Oughtrington Community Primary School

Lymm

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Version	Date	Action
1	March 2012	Updated Policy
2	March 2013	Updated Policy
3	October 2014	Updated Policy
4	November 2018	Updated Policy
5	February 2020	Updated Policy

This Policy is available on the website, on the office network and in the staff room.

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

Aim

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

Responsibilities

The Governing Body of the school is responsible for determining the content of the policy and the Headteacher for implementation. Any determinations with respect to individual parents will be considered by the Headteacher following decisions made/discussions held by the personnel committee (where relevant, this is not the case for children in receipt of free school meals or pupil premium for example).

Publication of information

A summary of this policy will be included in the School Prospectus and/or on the website, which will specify what charges are/are not to be made and for which activities voluntary contributions will be requested from parents/carers.

Charges:

1. Residential Trips

If the school organises a residential trip 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 the board and lodging, certain activities and transport.

2. Music tuition

All children study music as part of the normal school curriculum. We do not charge for the usual curriculum music lessons, however, if parents wish their child to attend additional music lessons taught by peripatetic music tutors, then a charge would be levied, payable directly to the tutor.

3. Activities Outside School Hours

No charge is made for activities that are outside of school hours (optional extras) that are complimentary to the curriculum. However, we may ask for a contribution towards the costs for the following:-

- Travel
- Materials and equipment
- Non-teaching staff costs
- Entrance fees
- Insurance costs

Assisted payment

If parents are experiencing financial difficulties they are invited to meet with the Headteacher. Discretionary help may be available for educational visits, music tuition, lunches, uniform and clubs

4. Damage/Loss to property

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Headteacher, in consultation with the Chair of the Governing Body if necessary, may decide to make a charge. Each incident will be dealt with on its own merit and at their discretion.

5. Extra-Curricular and School Clubs

Clubs and activities provided by third parties will be chargeable independently of school.

6. Lettings

The school will consider making its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges is determined by the Finance Committee and forms part of our separate Lettings policy.

7. Other charges

The Headteacher, Finance Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services, e.g. Photocopying

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school asks parents to contribute to the cost of the trip. All contributions are voluntary, but, if we do not receive sufficient contributions, we may be unable to proceed with 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. This list is not exhaustive:-

- visits to museums;
- sporting activities;
- outdoor adventure activities;
- visits to the theatre;
- musical events;
- transport costs.