



# CHARGING POLICY

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Bream Church of England Primary School  
formally adopted this policy in its entirety at  
the meeting of the Governing Body on  
22/05/2017

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| Adopted & relevant changes made on | Reviewed Due |  |
|------------------------------------|--------------|--|
| 22/05/17                           | May 2019     |  |



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## Charging Policy

### 1 Introduction

1.1 All education during school hours is free. We will not charge for any activity undertaken as part of the National Curriculum, with the possible exception of some individual or small-group music tuition.

### 2 Voluntary contributions

2.1 When organising visiting experts, school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. However, if we do not receive sufficient voluntary contributions, we may have to cancel a trip; currently (2015/16), the threshold for payment has been set at 90% of the cohort. If a trip does go ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

2.2 The 1988 Education Act draws a distinction between the term, 'charges', which are considered to be an obligatory cost and 'voluntary contributions' which are self-explanatory.

2.3 Subsidies from various sources e.g. Pupil Premium, School Fund, FoBPS or voluntary organisations, will be considered as possible ways to offset any contribution deficits. Surplus finance will be used via school fund for the benefit of the children.

2.4 Whenever possible, the school will give sufficient notice to allow parent/carers to pay by instalments.

2.5 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 provided the terms of Paragraph 2.1 (above) have been met. 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.

2.6 The following is a list of additional activities, organised by the school, which may require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- Visits to museums;
- Sporting activities;
- Outdoor adventure activities;
- Visits to or by a theatre company;
- School trips;
- Musical events;
- Other transport costs.

2.7 If parents are experiencing financial difficulty or are on the appropriate State benefit, they are invited to speak in the strictest confidence to the Headteacher.

### 3 Residential visits

3.1 If the school organises a residential visit in school time, or mainly in school time, which is intended to provide education directly related to the National Curriculum, we do not make any charge for the education element. However, parents are obliged to pay for the residential expenses of such trips at least, and we also ask parents to contribute to the full cost of the travel and activity expenses as these are beyond the scope of our main school budget. Parents of children who receive free school meals are offered the option to make a reduced payment. A savings scheme will operate to allow parents to spread the cost of such trips over a longer period of time.

### 4 Music tuition

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

4.2 When individual or small-group lessons are taught by peripatetic music teachers, there will be a charge for music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. We give parents information about any additional music tuition at the start of each academic year.

4.3 We actively encourage the children to become involved with local bands and the Forest of Dean Music Centre.

## 5 Swimming

5.1 The school organises swimming lessons for all children in Y3 and 4 . These take place in school time and are part of the National Curriculum. We therefore 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 as well as for a voluntary contribution to cover the considerable cost of transport, the Lifeguards and extra teachers on duty at the pool.

## 6 Lunch time / After School Sport and Creative Activities

6.1 The school offers additional optional activities after school and during lunch breaks. We reserve the right to make a small charge for these sessions to cover the cost of any materials used or expenses incurred.

## 7 Classroom Materials

7.1 No charge will be made for materials or equipment. However for certain practical activities (technology, cookery etc.), where parents would like to possess the finished product, the school reserves the right to charge the cost or require the supply of the necessary materials.

7.2 Where children deliberately break, damage or lose equipment (books, pens, rulers etc.) a replacement charge will be made.

| <b>Written/Reviewed</b> | <b>Ratified by Governing Body</b> | <b>Next Review Due</b> |
|-------------------------|-----------------------------------|------------------------|
| <b>Oct 2015</b>         | <b>May 2017</b>                   | <b>May 2019</b>        |