

Leechpool Primary School

CHARGING at SCHOOL POLICY



Reviewed: Spring 2016

Headteacher: Mrs Nicola Davenport

Chair of Governors: Mr Stephen Humphreys

CHARGING POLICY

A full range of educational visits and other activities form an enriching extension to the curriculum and it is expected that frequent opportunities will be given for the children to extend their education both outside and within the school. This document outlines our policy for financing school activities, which both fulfils the requirements of the law, and enables Leechpool School to offer the fullest possible range of activities.

In these financially challenging times, it is imperative that the school is mindful of:-

- The financial difficulties which many parents are experiencing.
- The constraints of the school budget and the need to cover all school commitments and expenditure.

Activities taking place wholly or mainly during school time

- Activities within the school day - any payment from parents for these activities is voluntary, but if parents are unable or unwilling to contribute, it may be that the activity will not be able to take place. Obviously, pupils will never be treated differently according to whether or not their parents have made any such payment, unless an alternative activity can be provided within the curriculum. The same arrangements apply to activities taking place within the school, such as concerts, theatre shows etc. Parents are asked to discuss with the School Business Manager, in confidence, if they are unable to make a voluntary contribution due to financial difficulties, in order that we can consider alternative arrangements. Each case will be considered individually.
- **Swimming**
Parents of Y3, 4 & 5 children are given the option of their child having swimming lessons or remaining at school and participating in a health and fitness session. The cost for swimming lessons includes the coach, pool hire and instructors fees and is calculated taking into account the number of sessions in the term and the number of pupils taking part. Parents are required to commit to pay the cost involved, a term in advance as the booking has to be made in advance. Anyone not wishing to pay for swimming lessons may choose to stay in school and participate in health and fitness sessions, which are free.

Activities wholly or mainly outside the school day

- It is legitimate for the school to charge for such visits (provided that they are 'optional extras' in the sense that they are not a required part of the National Curriculum) and it will be necessary to do so, in order to cover all costs. Therefore, children may participate only if their parents are willing to pay. The school cannot be placed in a situation of having to cover parental debt.

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Subsidies for School Activities

- In general, the school will not contribute towards the costs of any of the above activities. However, it may be possible to seek additional sources of subsidy from unofficial funds, specific fund raising efforts, and possible support from other voluntary groups. When parents request our help we will endeavour to seek solutions to enable pupil participation as much as is reasonably possible.
- When necessary, the Headteacher must decide whether to look for a subsidy towards the whole activity, thus reducing the costs for all participants, or whether to help out in individual cases. In the event of insufficient financial support being received from parents of participating children, an activity may become non-viable on cost grounds; in this case the activity would have to be cancelled. This wording is included in the correspondence received by parents before each trip or activity.

Books and Equipment

- Some parents want to buy their children their own pens, pencils, erasers, rulers calculators, etc. although the school will provide such equipment whilst the children are in school.
- Books and stationery are provided free of charge.
- Parents of pupils who lose or damage books or equipment issued to them are expected to pay the cost of replacement or repair.

Music Tuition

- The Headteacher is authorised to charge for music tuition outside normal classroom activities. Charges will be made when third parties are used to provide lessons.

After School Clubs

- Clubs provided by external agencies will be chargeable. Teachers will not charge for their time but charges will be made for craft, cookery, or similar activities for resources only, and parents are made aware of this policy if their children are involved in these clubs.
- When parents have outstanding fees owing to the school, these outstanding fees will be paid off before their child can join any optional extra-curricular fee-paying after school club. Issues of debt are dealt with as appropriate, on an individual basis.

Loss and Damage to School Property

- Parents of a pupil who damages or loses any item of school property or equipment, including, for example, windows or

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computer equipment/software, are liable for the cost of repair or replacement.

- This formal statement has to be made available to all parents. In reality, any problems are usually resolved very amicably.