



# CHARGING POLICY

**Date policy reviewed: April 2016**

**Person responsible for this policy: Simon Witham**

**Date approved by Venn Academy Trust: October 2016**

**VERSION 1.0**

## **1 Introduction**

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.

## **2 Aims and Objectives**

The purpose of this policy is to :

- set out what the school will not charge for, what it will make a charge for or request a voluntary contribution from parents/carers;
- clarify how charges will be determined, so parents and carers understand why requests for payment are sometimes made for some activities.

## **3 Voluntary contributions**

3.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers 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 or carers have not paid any contribution. We do not treat these children differently from any others.

3.2 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. Parents and carers have a right to know how each trip is funded, and the school provides this information on request.

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

- visits to museums;
- fieldtrips and research visits;
  
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- musical events.

## **4 Residential visits**

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 will request a voluntary contribution to cover the costs of board and lodging.

## **5 Music tuition**

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

5.2 Additional music lessons may be provided by peripatetic teachers but there will not be a charge for these.

## **6 Swimming**

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge at all for this activity. We inform parents and carers when these lessons are to take place.

## **7 Additional sports coaching**

The school employs a full time sports coach and a number of part time coaches who offer a wide range of lunchtime and after school clubs. No charge is made for any of these activities.

## **8 Additional Clubs/ Activities**

A range of additional clubs /activities are offered at the start of the day, lunchtime and after school eg art and craft, homework.

No charge is made for any of these activities.

8.2 The school may provide activities that require a charge such as school discos, Enterprise activities, Christmas letters and resources that are not part of the National Curriculum. There may be a small nominal charge for these.

### **8.3 Pre-Nursery, Nursery and Foundation Stage**

Children who are eligible for the 2 year funding will be entitled to 15 hours a week free of charge. These children will take priority for places in our setting, however if the pre-nursery has vacancies sessions will be available for an additional fee.

8.4 A raffle is drawn weekly children can be included, the cost is 20p per week.

## **9 School uniform**

The school can provide school uniforms to parents at cost from an agreed supplier, it is provided at the lowest possible cost.

## **10 Monitoring and review**

This policy is monitored by the governing body, and will be reviewed every three years or sooner if necessary.

## 11 **Uniform**

11.1 Staff fleeces are provided but staff are expected to pay a contribution of £5 towards the cost.