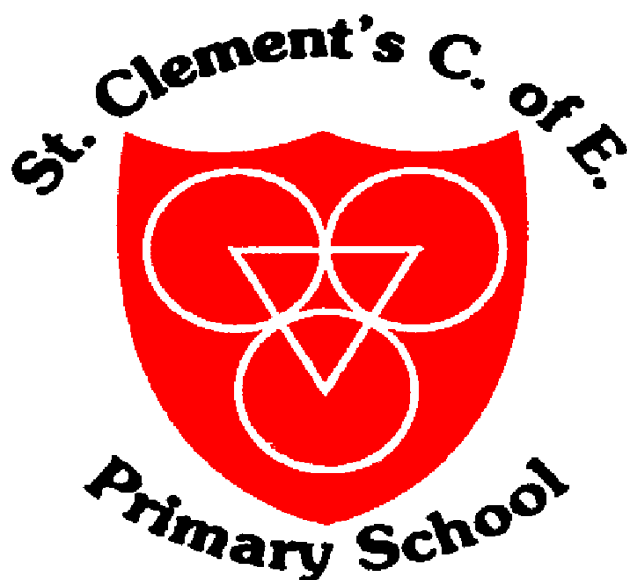


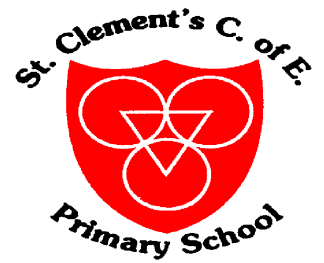
St Clement's C.E Primary School



Charging Policy

Reviewed and Approved by F&R: 07/03/2022

Review date: March 2023



Growing Together To Let Our Light Shine

John 3:18 'Little children, let us not love in word or talk but in deed and in truth.'

Mission Statement:

We encourage and inspire children to aim high and challenge themselves in everything they do.

As a compassionate, Christian school, we are strong in our faith. We believe in love and forgiveness and are thankful for the opportunities we have to live and learn in our community.

Our Christian Values Reflected In This Policy

Faith

Hope

Love

Respect

Thankfulness

Forgiveness

Compassion

DDA STATEMENT

At St. Clement's we will aim to:

- **Promote equality of opportunity between disabled people and others.**
- **Eliminate discrimination that is unlawful under the Act.**
- **Eliminate harassment of disabled pupils that is related to their disabilities.**
- **Promote positive attitudes towards disabled people.**
- **Encourage participation by disabled people in public life.**
- **Take account of a disabled person's disabilities, even when that involves treating a disabled person more favourably than another person.**

Rights Respecting School Link to Articles:

3, 8, 12, 13, 14, 16, 17, 23, 27, 28, 29, 30, 31, 32, 36, 39,

St. Clement's C. of E. Primary School **Charging Policy**

Introduction

All education during school hours is free. 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.

Voluntary Contributions

When organising 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. 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.

Activities requiring contributions will be arranged as far as possible in advance so that any payments may be spread over as long a period as possible.

The following is a list of activities, organised by the school, which require voluntary contributions from parents. This list is not exhaustive:

- visits to museums
- outdoor adventure activities
- visits to or by a theatre company
- school trips abroad
- musical events

When a child is absent due to sickness or a medical appointment which cannot be changed, if a voluntary contribution has been made for a trip taking place that day, the money paid will be non refundable but transferable to the next event or trip requiring a voluntary contribution for that child or a sibling.

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 do not make any charge to cover the costs of board and lodging.

In the case of residential visits mainly out of school time, parents will be asked to contribute towards the costs and be involved in fundraising events.

Music Tuition

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

There is a charge for individual or small group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. We make a charge for these lessons but parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

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 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.

After School Clubs

The school offers additional after school clubs usually run by a qualified coach and supervised by a member of staff. We make a small charge for these sessions.

Damage to School Property

Parents / Carers may be asked to pay for the cost of replacing broken windows, damaged furniture or other equipment and defaced or lost reading / library / text books especially where this occurs as a result of a pupil's behaviour. Each individual case will be investigated and a request for payment will be made at the discretion of the Head Teacher.

Breakfast Club

As from January 2021 Breakfast Club will be free to children due to it being sponsored by Greggs and Jewson Partnership Solutions. This is initially for a 2 year period after which time it will be reviewed to see if they are able to continue the sponsorship. If the sponsorship ends charges for Breakfast Club will resume.

Early Drop off of Children

If a child is not registered for Breakfast Club and prior arrangement is made with school to drop off a child early (in exceptional / emergency circumstances), from 8.00am onwards they will be able to access Breakfast Club **free of charge**.

If a child is not registered for Breakfast Club and no prior arrangement is made with school to drop off a child early (in exceptional / emergency circumstances), from 8.00am onwards a charge of £2.00 will be made (per child).

If a child is dropped off at school prior to 8.00am and expecting school to provide care for this child a £5.00 charge will be made unless prior permission for exceptional / emergency circumstances has been sought from the Head Teacher.

Late Collection of Children

If a child is still uncollected at 3.30pm a charge of £5.00 will be made followed by an additional charge of £1.00 for every 5 minutes.

Appendix
Protocol for calculating charges

Individual Music Tuition = cost per hour / no of pupils

After School Clubs = cost per hour / no of pupils

Protocol for voluntary contributions towards Trips / events (during school time)
= cost of transport + cost of trip / number of pupils (less contribution by school)

Charging for trips mainly out of school
Total cost (less fundraised monies) / number of pupils

Monitoring and Review

This policy is monitored by the Governing Body, and will be reviewed annually or earlier if necessary

Date of last review: 07.03.22

Review date: March 2023

Signed: Head Teacher

Signed: Chair of Governors

Date: