

Wilton & Barford Primary School



Policy on Charging

Introduction

This document sets out our Policy on charging for activities undertaken by pupils. All the education provided during the school day is free. With the exception of some individual or small-group music tuition, we do not charge for any activity undertaken as part of the National Curriculum.

Voluntary contributions

When organising school trips, visits or providing materials 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 parent wishes their child to take part in a school trip or event, but does not make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Therefore 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.

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.

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

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- the Salisbury Playhouse Project (the schools funds much of the cost)
- school residential trips;
- Musical events
- Cost of materials for cooking, art and design projects.

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 for the education. However, we do suggest a charge to cover the costs of board and lodging and travel expenses, although parents and carers who receive state benefits are exempt from this charge. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways. Funds are also set aside to give parents who are suffering from financial hardship the chance to send their child. This is regularly reviewed by the Governing Body.

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 give parents and carers information about additional music tuition at the start of each academic year.

Funds are also set aside to give parents who are suffering from financial hardship the chance to send their child. This is regularly reviewed by the governing body. Pupils in receipt of PPG will be able to apply for the cost of peripatetic music lessons to be paid from the PPG.

Swimming

We are very fortunate to have our own swimming pool and can therefore offer all children swimming lessons every week. This takes place in school time and is part of the National Curriculum. We make no charge for teaching swimming but we do ask for a voluntary contribution from parents and carers to cover the cost of the upkeep of the pool.

Sports fixtures

The school currently provides funds to cover the cost of transport to sporting fixtures.

Extra-Curricular Activities

The school will endeavour to offer the children a range of optional extra-curricular activities to widen their experiences e.g. swimming, art, netball, hockey, football, dance, rounders, and multi sports clubs. Wherever possible the school will fund these clubs for all children. However there may be times when parents may be asked for payment if outside specialist teachers/coaches are employed to run the clubs. Parents with financial difficulties whose children wish to participate will be invited to discuss individual needs with the Headteacher.

Pupil Premium Funding

Children in receipt of FSM PPG will have the cost of all trips paid using this grant. For residential visits a deposit will be requested from parents with the balance being paid from the PPG.

School Fund

We have a 'School Fund' that holds money separately from the funds provided by Government and the Local Authority. The Headteacher has the discretion to use the School Fund to support activities that require voluntary contributions. Parents and carers may approach the Headteacher in absolute confidence to seek individual support, but we cannot guarantee that such support will always be available.

Payment

All payments should be made on line via PMX (Parent Mail). The office will set up specific trip payment options which parents can pay directly. School will be reimbursed

through PMX and Finance will do a transaction for income into FMS (School budget software).

Breakages and Lost or Damaged Books

Where a child's actions incur extra costs to the school, by breakage of equipment, damage to premises, loss or damage to reading books or library books, parents will be asked to pay a contribution to cover the whole or part of the cost.

Remissions

In the spirit of inclusion, equal opportunities and disability equality no child is barred from attending because his/her parents have not contributed. Families eligible for benefits and others that the Headteacher determines are experiencing financial hardship are not expected or pressured to pay. We keep such information confidential and handle situations discretely

Where the parents of a pupil are in receipt of income support or family credit, the Governing Body will offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents can apply in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.

Monitoring and review

This policy is monitored by the Governing Body, and will be reviewed every two years or earlier if necessary.

Amended and Reviewed: March 2017

Reviewed: Spring 2016

Reviewed: Spring 2015

Date: Spring 2014

Review date: Spring 2019

CHILD PROTECTION STATEMENT

At Wilton and Barford Primary School, we believe that every child has the right to be safe and therefore to be cared for in a way that ensures her/his safety and meets her/his individual needs. We recognise that all children need protection at all times from anything or anyone that may cause them harm and work together following the Child Protection Policy to ensure this. We respect all members of the school's community and treat information with confidentiality.