



St Charles Catholic Primary School Charging Policy May 2017

This Policy was adopted by The Governing Body of St Charles Catholic Primary School on:

Date: January 2017

Signed by: N Pearce

It will be reviewed in 2 years

Date: January 2019

Mission Statement

"Let all that you do be done in Love.

Love is made possible with respect." St Charles Borromeo

At St Charles' we pray, love and learn together as one school family, with Christ at our centre. We create and experience joy every day in our home, our school and our parish.

Vision

Children will leave St. Charles':

- With a love for learning.
- With Christ in their hearts.
- With outstanding manners.
- Showing care and respect for all.
- Having achieved their best.
- With a sense of pride and confidence.
- With a deep sense of responsibility.
- With life-long skills to enhance their future.

Values:

Everyone at St. Charles' will be:

- Compassionate
- Aspirational
- Determined
- Enthusiastic
- Humble
- Friendly
- Trustworthy

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

Voluntary Contributions

When organising school trips or visits that enrich the curriculum and educational experience for the children, the school invites parents to contribute to the cost of the trip. 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.

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 have a right to know how each trip is funded. The school provides this information on request.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. 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 the theatre
- Musical events

Residential Trips

If the school organises a residential trip 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 make a charge to cover the costs of the board, lodging and travel expenses. If parents are experiencing financial difficulties they are invited to write in confidence to the Headteacher.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. Additional music tuition is available through peripatetic music teachers and this will be charged.

Swimming

The school organises swimming lessons for all children from Year 2 upwards. These take place in school time and are part of the National Curriculum. We ask for a voluntary contribution towards the cost of this activity, as funding received does not fully cover this. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Activities Outside School Hours

No charge is made for activities that are outside of school hours and are part of the curriculum when provided by school staff. However, we may ask for a contribution towards materials.

For all other activities outside of school hours, provided by a different company, a charge up to the cost of the activity will be levied.

Damage/Loss to property

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the headteacher in consultation with the Chair of the Governing Body may decide it right to make a charge. Each incident will be dealt with on its own merit and at their discretion.

Lettings

The school will make its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges is determined annually by the Finance Committee using guidelines from the Local Authority.

Other Charges

The Headteacher, Health, Safety and Resources Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services, e.g. Photocopying