**St Margaret’s CE VA Primary School**

**Charging Policy**

**1 Introduction**

As part of their learning and school work educational visits may be arranged by class teachers. Parents are expected to provide a voluntary contribution towards the cost but no child will be prevented from participating if payment involves financial hardship. The school and governors will always be supportive in this situation.

**2 Voluntary contributions**

**2.1** When organising school trips or visits, which enrich the curriculum and

educational experience of 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.

**2.2** 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 have a right to know how each trip

is funded. The school provides this information on request.

**2.3** The following is a list of additional activities organized 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;

• visits to the theatre;

• musical events.

**3 Residential visits**

**3.1** If the school organises a residential visit in school time or mainly school time,

which is to provide education directly related to the National Curriculum, we do

make a charge to cover the costs of board and lodging and transport to and from the centres.

**4 Music Tuition**

**4.1** As a school we are able to offer a variety of musical instrumental tuition which is delivered by Sandwell Music Service. This is already subsidised by the school budget and so at a reduced rate. Therefore, we charge parents to cover the rest of the tuition cost.

**5 Swimming**

**5.1** The school organises swimming lessons for children from year 5. These

take place in school time and are part of the National Curriculum. We 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 in swimming lessons.

**6 Extra- curricular Activities**

**6.1** When we offer extra -curricular activities which are delivered by a specialised private company the school makes a charge.

**7 Breakages/ lost items**

**7.1 Damaged or lost** books or equipment – parents of pupils who break, damage or deface any part of school/Sandwell residential premises or equipment will be asked to pay for the cost of repair or replacement.

ADOPTED BY GOVERNORS

Finance and Staffing Committee

8th November 2017