



Charging Policy

Formally adopted by the Governing Board of:-	Denver V. C. Primary School
On:-	9th December 2020
Chair of Governors:-	Amanda Dawson
Last updated:-	5th December 2019

Denver V.C. Primary School Charging Policy

Introduction

Legislation allows schools to charge for certain activities which take place both inside and outside school hours. 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. However, we may charge for some additional extra activities such as individual or small group music tuition.

Aims and Objectives

The aims of this policy will:

- 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.

Voluntary Contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school may ask for funding from the *Friends of Denver School* or invite parents and carers to contribute to the cost. All parental contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a visit. If a visit 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.

If a parent wishes their child to take part in a school visit or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the visit or activity. Sometimes the school pays additional costs in order to support the visit.

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;
- visits to or by a theatre company;
- musical events.

Residential Visits

A residential trip is deemed to take place outside school hours if the number of ‘missed’ school sessions is less than 50% of the number of half days taken up by the trip. 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 or travel expenses. We do, however, request a voluntary contribution to cover the costs of board and lodging. Parents and carers who receive state benefits may be exempt from this charge and should contact the Headteacher. If we cannot raise sufficient funding through voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

Music Tuition

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

Where individual or small-group music tuition which takes place after school is offered, there will be a charge. This is because it is an additional activity offered by the school through an independent company and taught by a paid tutor.

Swimming

The school organises swimming lessons for all children in Class 4. These take place in school time and are part of the National Curriculum. We make no charge for this activity or for the transport to the venue. We inform parents and carers when these lessons are to take place, and we seek the written permission of parents or carers for their children to take part.

Additional Sports Coaching

The school is sometimes able to secure the services of a qualified sports coach and currently we use Sports Premium Funding for this to make sessions free to parents. It may, however, be necessary in future years for the school to make a charge for this service.

Useful Links:

Learning Outside the Classroom guidance:

<http://www.lotc.org.uk/wp-content/uploads/2012/05/GCharging-Policy-Updated-PDF-1APR09.pdf>

Latest DfE guidelines:

<https://www.gov.uk/government/publications/charging-for-school-activities>

Refunds

Refunds will only be offered in exceptional circumstances, e.g. if a school visit is cancelled and the venue and transport provider make no charge.

Monitoring and Review

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

Signed:

Date: November 2020