



## SOHO PARISH PRIMARY POLICY Charging

<b>Most recent review</b>	Feb 2019	<b>Next review due</b>	Feb 2022
<b>Governor committee responsible</b>	Resources	<b>Written by</b>	Louise Ritchie

### 1. Introduction

All education during school hours (except voluntary additional individual or group music tuition) is free of charge. We do not charge for any activity which is undertaken as part of the National Curriculum. The school is a non-profit making organisation; charges are made to cover costs only.

### 2. Voluntary contributions

When organising school trips, visits or events which enrich the curriculum and educational experience of the children, the school may invite 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, children whose parents have not paid any contribution will still be included. We do not treat these children differently from any others.

In addition, parents may be asked to make an annual voluntary contribution towards the provision of activities and resources which enrich the curriculum.

### 3. Charges for residential visits

If the school organises a residential visit which is deemed to take place during school hours<sup>1</sup> or which is to provide education directly related to the National Curriculum, we do not make any charge for the education. We do normally make a charge to cover the costs of board and lodging, except for children of families in receipt of specified benefits<sup>1</sup>.

Parents who experience difficulty in paying may ask for a reduced contribution at the Head Teacher's discretion. No child is excluded on the basis of their parents' inability to pay.

### 4. Music tuition

All children study music as part of the National Curriculum. We do not charge for this.

Parents may choose to opt for additional individual or group music tuition, taught by specialist peripatetic music tutors, for which there is a charge. We give parents information about additional music tuition at the start of each academic year.

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<sup>1</sup> See DfE Charging for School Activities Oct 2014 guidance document

## **5. Charges for extra-curricular activities and other extended services**

The school runs a wide programme of extra-curricular activities after school, many of which are subsidised from the school's budget. The Governors make a standard charge for these activities which partially covers the costs of the activities.

Payment of the fee is a prerequisite for attendance at these activities before and after school. In cases of hardship, the fees may be reduced at the discretion of the Headteacher.

Sometimes classes are run outside school hours to which targeted children are invited in order to boost directly their access to and attainment in the National Curriculum, for example English or Maths booster classes, homework support or fitness classes. No charge is made for attendance at these classes.

The school also periodically runs additional activities for adults outside school hours, such as fitness or computing classes. Charges will be made for these services, to cover the school's costs.

## **6. Charges for school meals**

The charge for school meals will be determined periodically by the Governors, which will be set at the lowest level which the Governors consider feasible to cover the cost of providing the type and standard of service described in the school's Food Policy. Any remaining costs of the service will be met from the school's delegated budget.

Children holding a current entitlement to free school meals will receive their meals free of charge. This includes packed lunches provided by the school to be eaten on school outings.

Staff choosing to eat their meal with the children are entitled to free meals. All other adults eating school lunch, including parents, will be expected to pay in advance. The charge for adult meals will be determined annually by the Governors.

## **7. Charges for loss or damage to school property**

The school's behaviour policy emphasises the importance of looking after property, and all children are taught this from the earliest age.

If school property is lost or wilfully damaged, parents will be asked to contribute to the cost of replacement or repair. This would include property belonging to a third party (eg public library books) where the school incurs charges for loss or damage. Parents will be asked to discuss such cases with the Headteacher.