

# Mountfields Lodge Primary School



## Charging Policy

**Aim High, Reach for the Sky**

## **Charging Policy**

This policy will be once every 3 years, or when DfE legislation requires, or when requested by staff, governors or parents.

Policy review: Summer 2021

Next review/revise: Summer 2024

## 1. Introduction :

The Governing Body supports the ideals of free education for all, and welcome additional opportunities made available to pupils via educational visits. The Governing Body will seek to conform to legislation on charging for activities.

## 2. Schools

2.1 School governing bodies and local authorities **cannot** charge for:

- an admission application to any maintained school;
- education provided during school hours (including the supply of any materials, books, instruments or other equipment);
- education provided outside school hours if it is part of the National Curriculum<sup>1</sup>, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- tuition for pupils learning to play musical instruments if the tuition is required as part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for by the school, or part of religious education;
- entry for a prescribed public examination, if the pupil has been prepared for it at the school; and examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school<sup>2</sup>.

2.2 Schools **can** charge for:

- any materials, books, instruments, or equipment, where the child's parent wishes them to own them;
- optional extras (see below); and
- music and vocal tuition, in limited circumstances (see page 4).

## 3. Voluntary contributions

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

3.2 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

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<sup>1</sup> It should be noted that 'part of the National Curriculum' is not restricted to learning outside the classroom experiences that are specifically subject based (e.g. geography or science fieldwork) and include, for example, activities designed to fulfil requirements under the National Curriculum 'inclusion statement' (e.g. developing teamwork skills).

<sup>2</sup> However, if a pupil fails, without good reason, to meet any examination requirement for a syllabus, the fee can be recovered from the pupil's parents.

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

**3.3** The following is a list of activities, organised by the school, which require voluntary contributions from parents. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- school trips.
- musical events / enrichment activities

**3.4** A parent whose child is in receipt of Pupil Premium Funding, may make use of their allocation to fund any of the above (3.3). The parent simply needs to inform the School Finance Officer of their desire to do so; the designated amount will then be debited from their allocation.

Pupil Premium pupils may use their funds to pay for Residential experiences, After-School Clubs or School Uniform.

#### **4 Residential visits**

**4.1** 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 make a charge to cover the costs of board and lodging.

#### **5 Music tuition**

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

**5.2** 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. The Music Teachers make a charge for these lessons, but parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

#### **6 Sports**

**6.1** The school offers additional Sports coaching after school. Qualified coaches, who are not members of the school staff, run and organise these sessions. They make a small charge for these sessions.

## **7 Breakfast Club**

- 7.1** The school offers parents the opportunity to place their child in our Breakfast Club before school, this Club (or Cool B4 School Club) is run by qualified staff but is not part of the education of the pupils and parents are asked to book and pay for the sessions in advance. A small charge is asked for these sessions

## **8 ParentPay**

- 8.1** For any activities organised by the school that parents make a payment towards through ParentPay Plus a small charge is made to cover the cost of making the payment on line.

## **9 Monitoring and review**

- 9.1** This policy is monitored by the governing body, and will be reviewed annually.