THE WOODLANDS COMMUNITY PRIMARY SCHOOL

Policy on Charging

1 Introduction

1.1 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, with the exception of some individual or small-group music tuition. (see 5.2)

2 Voluntary contributions

2.1 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.

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, and the school provides this information on request.

2.3 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 or by a theatre company;
- school trips abroad;

- musical events

3 Residential visits

3.1 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 or travel expenses. However, there is a charge to cover the costs of board and lodging. In exceptional circumstances the Headteacher may use his discretion to waive the charge (circumstances may include free school meal recipients, relationship breakups, bereavements etc)

3.2 In all other cases where charges are permitted by section 109 of the 1988 Act for activities wholly or mainly outside school hours, a charge equivalent to an apportionment of the cost to the County Council may be made.

4 Refunds

4.1 A refund will be made for any school activity (this does not include instrument hire) requiring a voluntary contribution should the child be unable to take part in that activity.

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 may be 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. We 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 Swimming

6.1 The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

7 Football

7.1 The school offers additional football coaching after school. A qualified FA coach, who is not a member of the school staff, runs and organises these sessions. We make a small charge for these sessions.

8 Football Clubs (use of school field)

8.1 The school offers for hire the school football pitches. This is overseen by the Finance Committee and clubs pay their rent in advance. (See Appendix A for charges**).**

9 Board & Lodging

9.1 Where board and lodging is directly provided by the County Council through the outdoor education centres, a daily charge set by the County and reviewed annually will be made. In other cases there will be a charge equivalent to an apportionment of the charge.

10 Lost/Damaged Books or Equipment

10.1 Parents will be asked to make a contribution of 50% of the replacement cost for any equipment lost/damaged books or equipment.

11 After School Clubs

11.1 The school organises after school activities through our Community Learning Partnership, there will be a charge made for children who attend these activities. All clubs organised by teachers are put on without charge.

12 Monitoring and review

12.1 This policy is monitored by the governing body, and will be reviewed every year in September

Appendix 1

Annual Charges

It was agreed to implement the following charges/changes:

Photocopying - Increase to 10p per copy black & White. 25p per copy colour.

Telephone - increase to 45p peak and 30p off peak

Damaged Equipment - to remain at 50% of replacement cost. (Need to monitor through receipts).

Voluntary Charge (re trips etc.) - no change

Lettings - Energy costs to be increased to £15.00 per hour (from £12.50 ph)
Caretaking Charges £15 per hour (no change)
Rates will be negotiated for long term lettings.

Football Lettings – Hire of football pitches to be changed:
Based on 24 weeks per year.

£250 1 night & matches
£500 2 nights and matches
£750 3 nights and matches
Payment in advance each September.

Residential Visits – Elan Valley

The school has contributed towards the costs heavily over the last two years as follows:

2014 - the trip cost £245 per person and the school paid £120 of this cost.

2015 - the trip will cost £245 per person and the school will again pay £120 of this cost.