

Marton Manor Primary School

Policy on Charging

- 1 Introduction** This policy was formulated in consultation with staff and Governors at Marton Manor Primary School in Autumn 2008. It was last reviewed in Autumn 2018 and will be reviewed annually.



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.

2 Voluntary contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers 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 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 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. Pupils who are eligible for Pupils Premium are entitled to a free place on any school visit or for any sporting or enrichment activity where there is a request for a voluntary contribution.

Sometimes the school pays additional costs in order to support the visit, particularly if it is an expensive trip. Parents and carers 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 and carers. 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 ;
- musical events.

3 Residential visits

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, we do suggest a charge to cover the costs of board and lodging, although parents and carers whose children are eligible for free school meals are exempt from this charge. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

4 Music tuition

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

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

5 Swimming

The school organises swimming lessons for 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. 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.

6 Sports coaching

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

7 School lettings

The school caretaker does not live on or near the school site so any lettings need to be discussed with him and the school's senior management team in the first instance.

In the case of a letting being requested the school would set a rate recommended by the Governing Body. This would incorporate the caretaker's hourly rate for key holding and cleaning after hours, and estimated energy costs - £10 per hour after school hours. Any lettings would need the approval of the Governing Body and this would be minuted. Only bona fide organisations may request lettings and due regard would be given to health and safety, fire regulations and where appropriate safeguarding children. An agreement would be drafted and signed by all parties.

Before and after school care

The school has its own before and after school care club. Charges are reviewed annually and increases are generally in line with inflation rates. These cover the cost of heating, lighting and staffing, as well as resources.