



## **Introduction**

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. However there will be occasions during the school year when we will ask for voluntary contributions towards the cost of an activity that has additional charges to the school. We are an inclusive school and no child will be treated any differently if his/her parents decide not to contribute towards costs. All visits are subsidised in part by the school and we do not make any profit from any trip or activity we arrange for our children. Costs are simply calculated by dividing all the costs by the number of children participating after taking into account the proportion that can be covered by the school. A breakdown of these costs, eg coach travel, entry fee etc is available upon request.

The purpose of this policy is to make it clear what the school will make charge for or request a voluntary contribution towards. Any charges made by the school must meet the requirements of The Education Reform Act 1996.

## **Voluntary contributions**

When organising school trips, visits or visitors which enrich the curriculum and educational experience of the children, the school may invite parents to contribute towards the costs involved. These contributions are voluntary and not compulsory; they are simply to help the school pay for such activities. If we do not receive sufficient voluntary contributions and the school cannot meet the difference in cost we may cancel a visit. All visits are subsidised in part by the school.

The following is a list of additional activities organized by the school, which may require voluntary contributions from parents. These activities are known as 'optional extras' which we believe enhance the children's learning experiences. This list is not exhaustive:

- visits to museums
- sporting activities which require transport and entrance expenses
- outdoor adventure activities
- workshops
- visits to the theatre
- school trips
- musical events
- after school clubs.

## **Residential visits**

If the school organises a residential visit in school time or mainly school time, we are able to make a charge for the board and lodging involved. Other costs, such as travel or specialist tuition, are inevitably involved in residential and the school will, as above, request voluntary contributions towards the costs of these. As with all our enrichment activities the school may have to cancel a residential if the proportion left for the school to pay is too great for our budget.

Families that are in receipt of the benefits which enable them to free school meals entitlement are also exempt from paying the cost of board and lodging.

The school is occasionally supported through bursaries from the Stroud and Rodborough Educational Charity. Please contact Debbie Smith in the school office (01453 764400) if you would like to discuss costs of residential trips further.

Savings cards are issued to parents so they may be given the opportunity to pay by instalments over several months. The school also uses Parent Pay, which is an on-line payment scheme, as a convenient way for parents to pay for school dinners as well as residential trips. Further details of parent pay are available from the school office.

## **Music tuition**

If there is sufficient parental request for music tuition the school will arrange for this to happen.

There is a charge for individual or group music tuition as this is in addition to National Curriculum Music. The peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons to cover the costs of tuition. Parents may apply for bursaries from the County Music Service.

## **Swimming**

The school organises swimming and indoor sports lessons for all children. These take place in school time and are part of the National Curriculum. We ask for a voluntary contribution for these activities which covers the cost of transport and entrance. We inform parents through a letter when these lessons are to take place

## **Coach travel**

Coach travel often makes up the bulk of the expense of a school trip and is included in the voluntary contribution asked for.

## **Remissions**

Remissions may occur if the school offers provision for which there would normally be a complete charge but it decided only to ask for a proportion of the cost from parents.

## **Breakfast Club and After School Provision**

The school runs an extended service for parents before and after school. Breakfast club operates from 7-45am and after school care until 6pm. As these are optional extras a charge will be made. The costs of these clubs are available on the school website and on the booking form which can also be obtained from the school office.

## **Lettings**

The school may make its facilities available to outside users (at the discretion of the Headteacher and Governing Body). The school's Lettings Policy should be referred to for Terms and Conditions. The scale of charges will be determined annually by the Finance Committee. This is currently set at £20 per hour for community groups and £40 per hour for commercial groups. If a user group does not have Public Liability Insurance then there will be an additional 10% of the total hire charge to cover the premium for cover under Gloucestershire County Council's Hirers' Liability Insurance.

## **Policy Review**

Policy Title	Charging
Date Policy Ratified by Governors	Dec 15
Committee Responsible	Finance and GP
Date for next review	Dec 17