

POLICY STATEMENT ON CHARGING FOR SCHOOL ACTIVITIES

1. The school will not levy any charge for any activity which occurs wholly or mainly within school hours.
 2. The financing of educational visits and visitors, of specific and general activities that take place either in or out of the school but within school hours, will rely entirely upon voluntary contributions from parents.
 3. When activities that do require extra financing are planned, the school will send, well in advance, letters to parents giving details of any planned activity and asking for voluntary contributions. The amount of voluntary contribution needed to finance a particular activity will be made known to parents.
 4. The school will, when advertising a specific activity, ask parents to state in writing, usually on a tear-off slip whether or not they wish their child to participate, and whether or not they are willing to make a voluntary contribution.
 5. The school will cancel any planned activity if insufficient money is raised, or if there are insufficient replies.
 - No child will be disadvantaged or excluded from any activity because parents refuse or are unable to make a voluntary contribution.
 - The school will keep detailed accounts of all voluntary contributions received.
 - A limited number of small group instrumental lessons is offered in Y5/Y6 through the employment of peripatetic specialist teachers. Parents pay the exact cost of the lessons provided by the Music Support Service, based on 4 children per group per 20 minutes (or pro rata). If children miss a lesson through absence or class activity, the lesson must still be paid for and no refunds are given. When a peripatetic teacher misses a lesson through illness, he/she offers another time, although the school cannot always guarantee to accept this. If the teacher misses a lesson while taking some of our children for their Grade exams, the others cannot be compensated by a refund as the school still has to pay for the contracted time. However, the children who miss a lesson usually receive an extended lesson at another opportunity.
 6. No charge will be made for educational activities that occur outside school hours when such activities relate to the school's statutory duties relating to the National Curriculum or to the religious education of the children.
 7. When optional extra curricula activities are arranged these will take place either wholly or mainly outside school hours. Participation in any optional extra curricula activity will be on the basis of parental choice and a willingness to meet such charges as are incurred.
 8. When charges for optional extra activities are made these will not exceed the actual cost of providing the activity. This may include payments towards:
 - travel costs
 - board and lodging costs
 - material and books where necessary
 - entrance fees
 - insurance costs
 - non-teaching staff costs
 9. Parents or carers in receipt of benefits should contact the LA for details of exemptions from charges for costs of board and lodging during residential visits.
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