

## **CHARGING POLICY**

**At Sherborne Primary School we want to provide a range of experiences which add excitement and enjoyment to children's learning and personal development. At the same time we want all our pupils to have an equal opportunity to benefit from school visits, curricular and extra-curricular activities.**

**Many of these activities have a cost associated with them and, unfortunately, cannot be provided unless we ask parents for voluntary contributions and, in some cases, make a charge. We cannot charge for activities which are part of the normal school day or part of the National Curriculum but we can ask for voluntary contributions. We can charge for "optional extras" and these include:**

- Education provided outside of school hours that is not part of the National Curriculum**
- Materials, books, instruments or equipment in relation to providing education outside of school hours that is not part of the National Curriculum**
- Any materials, books, instruments or equipment where the child's parent wishes to own them**
- Board and lodging for a pupil on a residential trip**

**In addition to covering school activities this charging policy covers services provided by the school, namely childcare outside of school hours and hot school lunches, which are provided with the aim to improve the wellbeing and achievement of our pupils.**

**The policy sets out what the school will charge for and how we will try to make it manageable for parents and how we will help parents with limited incomes.**

### **Day Visits**

**When organising school trips or visits the school invites parents to make a voluntary contribution towards the cost. The contribution requested will not exceed the actual cost. If a parent is unwilling or unable to make a voluntary contribution their child will be allowed to take part in the trip and will not be treated differently from any other child taking part. However, if insufficient contributions are received then the trip may be cancelled.**

### **Residential Visits**

**When organising residential visits the school asks parents to pay for the board and lodging element and requests a voluntary contribution towards other costs, which will not exceed the actual cost. Parents who are eligible for free school meals are exempt from the cost of board and lodging. As with day visits, if a parent is unwilling or unable to make a voluntary contribution their child will be allowed to take part in the trip and will not be treated differently from any other child taking part. However, if insufficient contributions are received the visit may be cancelled.**

### **Music Tuition**

**All pupils study music as part of the normal school curriculum and there is no charge for this. Additional music tuition is available either individually or in small groups. Charges for these lessons are made by the music teachers themselves and agreed directly with parents and therefore do not form part of this charging policy.**

## **School Clubs**

**There are no charges made for school clubs run by members of staff, although the school may charge for materials used during such activities. Some clubs are run independently from the school and in these cases the charges made will be payable to the individual or organisation running the club. The school requests a nominal fee for taking part in the school band as a contribution towards the costs involved. This is a voluntary contribution and no child will be excluded due to an inability or unwillingness to pay.**

## **Hot School Meals**

**The school provides the option for pupils to have hot lunches. A charge is made for these meals, which the school undertakes to be no greater than cost and which will be clearly shown at the time of ordering meals. Some children may be eligible to free hot school meals if parents are in receipt of certain benefits. Details are available from the school office of how to check eligibility.**

## **Extended School – SCAPA**

**The school provides childcare before and after school and during the school holidays. Charges are made to cover the cost of providing this service and are payable in advance. Full details of the terms and conditions of these charges can be found in the SCAPA registration pack.**

**Approved by the Governors: 26th September 2011**