



Hand in hand achieving together

# CHARGING POLICY

Signed

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

Date

6<sup>th</sup> December 2017

Review Date

December 2019

Appendix J

### **Introduction**

No charges are made for any activity deemed to be an integral part of the school curriculum.

### **Voluntary contributions**

There are occasions when the curriculum would be enriched by:

- school trips or outings
- visiting professional groups or individuals.

In these instances, parents will be invited to make a voluntary contribution towards the costs. Children whose parents are unable or unwilling to contribute will not be excluded from the activity or treated differently from any other child.

If the school does not receive sufficient voluntary contributions, the trip or visit will be cancelled and all contributions received will be returned.

The school does allocate funds from the school budget for visiting professional groups or individuals. This is taken into account before the calculation of parental voluntary contributions.

### **Residential visits**

Haylands Primary School is proud of the experiences that Key Stage 2 children are offered e.g. to participate in a residential visit. Parents are asked to pay the costs for their child. The costs do not include salary costs of any staff employed by Haylands Primary School. In order to enable all children to participate a saving scheme running over six months is offered. The children who do not choose to participate are provided with an alternative programme of activities during the school day.

### **Swimming**

Swimming lessons for Year 3 children is an integral part of the school PE curriculum, the course and transport costs are therefore paid from the school budget.

Additional swimming sessions also take place in Year R and Year 1; parents are asked to make a voluntary contribution for these sessions. If insufficient voluntary contributions are received, the sessions will be cancelled and all contributions received will be returned.

### **Music tuition**

The Isle of Wight Music Education Hub is an independent body that commissions the First Access music lessons in schools, supports ensemble music, the singing strategy, supports the increase of young people playing music on the island and has a responsibility to oversee the music curriculum in schools. Charges will be made for vocal or instrumental tuition (provided either individually, or to groups of any size) if it is at the request of the pupil's parent and is additional to the First Access lessons. Charges will not exceed the cost of the provision, including the cost of the staff who provide the tuition.

### **School clubs**

Some members of staff run lunchtime or after school clubs. After school clubs are an optional extra and charges are made for these. A charge will also be made for the childcare provision provided by our 'Playzone' breakfast and after school club.

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**Other out of school hours activities**

The school encourages outside organisations to hire the school premises to run a variety of programmes, outside school hours, for primary school age children. The school does not determine the fees charged to participants.

**Lost or damaged school property**

If school property including books are wilfully damaged or lost through negligence, parents may be asked to pay the cost of repair or replacement.

**Copies of school documents and policies**

A charge may be made for copies or photocopies of school documents to cover printing costs.

**Remissions**

In the cases of family/financial hardship which makes it difficult for pupils to take part in particular activities for which a charge is made, the Governing Body will invite parents/guardians to apply in confidence for the remission of charge in part or in full. Authorisation of remission will be made by the Headteacher, subject to the available budget approved by the Governing Body.

The Pupil Premium may be used in part, to support pupils who are entitled to Ever 6, Free School Meals, are a Service Family or who are in Local Authority Care, and will be used to benefit pupils, e.g. uniform, school trips, resources. The School has some flexibility and will use this to ensure that Pupil Premium is allocated according to need.