



Lamberhurst St Mary's CEP (VC) School

Charging Policy

(Taken from the KCC Model Policy, August 2014)

Date of approval by Resources Committee	23 May 2016
Date due for review	Summer Term 2017

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 and some offsite visits.

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 need to cancel a trip. Parents who have financial difficulty in making such contributions are invited to speak in confidence to the Headteacher who will try to organise some financial assistance. We do not treat these children differently from any others.

Parents and carers have a right to know how each trip is funded and the school provides this information on request.

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 a theatre company;
- school trips abroad;
- musical events.

Residential visits

When the school organises a residential visit it may be in school time, or mainly in school time. Charges are made to cover the costs of board, lodging and adventurous activity instruction and equipment. 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.

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. We give parents and carers information about additional music tuition at the start of each term.

Swimming

When 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 a charge for this activity, to cover the cost of transport and specialist swimming coaches, however we try to source the pool use free of charge. 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.

Breakfast Club and After School Clubs and activities

The school offers a wide range of afterschool clubs and activities and a Breakfast Club which runs every school day morning. These clubs are run by outside agencies using specialist teachers and coaches. These clubs are optional extras and all carry a charge. Support for cases of hardship come through negotiation of free places and financial contributions from benefactors.

Principles of 'Best value' are applied when planning activities that incur costs to the school and/or charges to parents.

The Governing Body are kept up to date via the Headteacher's report in respect of school trips and clubs. Further information relating to charging is available to the Governing Body and parents/carers in the school office.

This policy will be reviewed annually and at any other time if changes are required to comply with changes in legislation, regulation or national or KCC advice. Any amendments will require the approval of the full Governing Body. A copy is stored online in the Staff Area of the school server.