



Charging Policy

Approved By:	Full Governing Body
Date:	Oct 2023
Review Date:	Oct 2025
Signed:	

Introduction

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. At Victoria Road School, we are committed to the principle of providing the highest quality education to pupils, regardless of their parents'/carer's willingness or ability to pay. e.g. trips and additional opportunities.

Voluntary contributions

The school raises money for various charities throughout the year. Money is raised through non - uniform days and events organised by both the staff and pupils. The children are asked to bring in donations for such events. There will be several events each year which raise money for the pupils of the school. These may include optional non-uniform days and sponsored events. This extra money is placed in the school fund and allows us to purchase additional items for school use. On occasion the school will ask for donations to help towards travel cost for educational trips and towards the costs of visiting theatre and educational companies. The amount asked for will vary depending upon the nature of the experience.

When organising school trips, visits or activities to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient contributions, we may cancel a trip or activity. If a trip or activity goes ahead, it may include children whose parents have not paid any contribution. **No student will be left out of any activity provided in school time because his/her parents/carers cannot or will not make a voluntary contribution.**

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support visits and other activities.

Parents 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. 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 or by a theatre company;
- school trips abroad;
- musical events.

Clubs

All clubs are run through the goodwill of staff and volunteers. All clubs are free with the exception of those clubs that may require funding for resources e.g. cookery and art clubs. The charge for these clubs is kept to a minimum, the charge covers the cost of materials only.

Residential visits

The school offers residential visits to pupils. There is a cost for these visits and parents/carers are informed of the total cost at the time of expressing their child's interest. The school will ask parents/carers for a non-refundable deposit and the total cost of the trip must be paid in full before a pupil takes part in a residential trip.

If for any reason a pupil is unable to attend the trip then a refund (minus the deposit) will be considered by the school depending on the outlay at that point. The school cannot subsidise residential visits. If a parent/carer is concerned that they cannot fund the total cost of a residential trip then the school may advise of third parties who may be able to assist in these situations and may negotiate a payment plan with the parent as a formal agreement.

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, but parents in receipt of state benefits are exempt from payment.

Swimming

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

Sport

The school may offer additional sports coaching after school from time to time by a qualified coach, who is not a member of the school staff and who runs and organises these sessions. A small charge may be made for these sessions.

Minibus & Bus/Coach travel

We normally charge if children are transported in a Department of Education Sport and Culture minibus, bus or coach to an extra-curricular activity. However, we use these contributions only to help cover the expenses of the trip, and not to make a profit. These contributions often do not the full cost and we are grateful for the support of the Friends of Victoria Road School who help to subsidise school trips.

Damage and Loss of Resources/Property

Parents/carers may be expected to meet some or all of the replacement costs of lost or damaged school books or equipment. Parents/carers may be expected to meet some or all of the costs of breakages or damage to school buildings, furniture or property, if this has been caused deliberately.

School Meals

School meals must be paid for in advance using Parent Pay. Some children may qualify for free school meals and these will be provided.

Monitoring and review

This policy is monitored by the governing body, and will be reviewed regularly.

Chair of Governors
Contact Telephone Number