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Charging Policy- Document Status			
Review of Policy	Summer 2025	Named Responsibility	Sarah Roberts
Date of Policy Adoption by Governing Body		1 st May 2025	
Next review date		Summer term 2026	

Charging and Remissions Policy

1 Introduction

- 1.1** We do not charge for any activity undertaken as part of the National Curriculum.

2 Voluntary contributions

- 2.1** When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it will include children whose parents have not paid any contribution. We do not treat these children differently from any others.
- 2.2** If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays the additional costs in order to support the visit.
- 2.3** Parents have a right to know how each trip is funded. The school provides this information on the letters, and further detail on request.
- 2.4** As far as possible, the school will notify parents well in advance of those experiences that will require voluntary contributions.

3 Residential visits

- 3.1** If the school organises an Outdoor Education activities residential trip to a centre such as Arthog Outdoor education Centre, then this trip will be charged for, at the rate set by Arthog. There will be notice given in advance to enable parents to pay in instalments. There are set criteria for low income families, including pupils entitled to the Pupil Premium Grant, which means that additional support may be available for some pupils.

4 Music tuition

- 4.1** All children study music as part of the normal school curriculum. We do not charge for this.
- 4.2** There is a charge for individual or group music tuition if this is not part of the National Curriculum.
- 4.3** The peripatetic music teachers teach individual or small group lessons. Children who are entitled to the Pupil Premium Grant may be able to access these lessons for free. We give parents information about additional music tuition at the start of each academic year and upon request.
- 4.4** Payment for this additional tuition is made directly to Telford and Wrekin Music

5 Swimming

- 5.1** The school organises swimming lessons for all children in Years 3 and 4
- 5.2** These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

6 Extended School Activities

- 6.1** The school offers a wide range of after school provision. There is a charge for these clubs as they run as childcare provision.
- 6.2** Coach led or staff led clubs will run until 4.15pm and will cost £3.50 for the hour.
- 6.3** Chill Club is our after school childcare provision. It will cost £3.50 until 4.15pm, £3.50 until 5.30pm.
- 6.4** In all instances, the school's preferred option is for full payment to be made in advance. Wherever possible the school will provide the full cost of a series of sessions in advance.
- 6.5** There is an expectation that no debts are accrued. Where this does occur for a specific set of circumstances, a plan may be put into place. Ultimately, the opportunity for child care will be withdrawn until debts are paid. This decision will be made by the Headteacher.
- 6.6** There is a late pick up fine of £25.00 for children who are picked up from Chill Club after 5.45pm. This is to cover the additional staffing cost.
- 6.7** The School's Breakfast Club charges £3.50 for a session. A session starts at 7.50am and runs for an hour, until 8.50am. The price includes a healthy breakfast snack or fruit and a range of activities.
- 6.8** There is no charge where pupils have been invited to participate in a club to support their learning, for example Maths and English clubs.

7 Books and other materials

Books and other materials are provided free of charge and remain the property of the school.

- 7.1** Parents may be charged for defaced, damaged or lost books.
- 7.2** Parents may be asked to meet the cost of damage to school property and this will be used to purchase a replacement. Parents may purchase a replacement for themselves and give to school.
- 7.3** The governing body will seek to recover the cost in full of wilful damage to school property.

Reviewed: May 2025

Sarah Roberts - Headteacher