



# Spring Grove Primary School

## Policy on Charging

### 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.

### 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 cancel a trip. If a trip goes ahead, it may include children whose parents or carers have not paid any contribution. We do not treat these children differently from any others.

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 additional costs in order to support the visit. 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 or by a theatre company;
- school trips abroad;
- musical events.

### Residential visits

If the school organises a residential visit in school time, or mainly in school time, we do not make any profit from the cost of the trip. The provider includes all accommodation, food and activities in the price. The school may contribute to the cost of travel if felt the success of the trip would be affected by passing the cost to parents. Places on residential trips can be subsidised by the school for pupil premium children if it is felt the trip would benefit the child.

### Music tuition

All children study music as part of the normal school curriculum. We do not charge for this. We make a charge for individual or small-group music tuition which are not part of the National Curriculum and taught by peripatetic music teachers. We give parents and carers information about additional music tuition at the start of each academic year.

### Swimming

The school organises swimming lessons for all children in Year 4. These take place in school time and are part of the National Curriculum. We make no charge for this activity. 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.



### **Extra Curricular Clubs**

The school offers additional sporting, leisure and high interest clubs outside of the curriculum time. A small charge is made for these clubs to cover costs. Pupil Premium families will not be charged.

### **Damage or Loss**

If your child maliciously or carelessly damages or destroys furniture or fittings, materials, apparatus, equipment, books or any part of the fabric of the building we reserve the right to ask the family to pay the full or part cost of repair, replacement or restoration. This is regardless of whether they intended to damage or whether it was accidental.

### **Uniform charges**

Uniform is ordered and paid for online using ParentPay. Refunds are only possible if the item is returned within 48 hours and in its original packaging with no alterations, marking or damage and in a fully re-saleable condition. Monies will only be refunded if a replacement item cannot be supplied and will be in the form of payment originally received. Faulty items will be returned to the supplier by the school and a replacement will be issued.

### **Photographs**

Photographs are taken by a professional company twice a year. If parents choose to buy them, payments are made directly to the photographer.

### **Monitoring and review**

This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.

Signed: M.Buckby

Date: reviewed March 2017