



Cardinal Newman Catholic Primary School

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Policy on Charging

1 Introduction

- 1.1 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 swimming lessons.

2 Voluntary contributions

- 2.1 When organising school trips, residential visits 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.
- 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 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.
- 2.3 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.

3 Residential visits

- 3.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do request a charge to cover the costs of travel, board and lodging, although parents and carers who

receive state benefits may not have to pay the full amount. 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.

4 *Swimming*

- 4.1 The school organises swimming lessons for children in Year 3. These take place in school time and are part of the National Curriculum. There is a charge for this activity and we ask for a voluntary contribution from parents and carers to cover the cost of transport. If a parent is unwilling or unable to make this voluntary contribution, we do allow the child to participate fully. 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.

5 *Extra Curricular Enrichment Activities and Before and After School Clubs*

- 5.1 The school operates a number of extra curricular enrichment activities which are run by the staff and are either free, or a nominal charge is made to cover provision costs. There are a number of after-school clubs which take place within the school run by third parties who make a charge for these activities. There is also before and after-school childcare available run by the school, for which there is a charge.

6 *Monitoring and review*

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

Reviewed : September 2015

Ratified by FGB: 23 September 2015

Next review : September 2017