



Rokeby Park Primary School

Charging Policy

Reviewed: January 2017
Next review: January 2018

Rokeby Park Primary School
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Overview

We aim to make the curriculum rich, exciting and wide-ranging within a stimulating learning environment in which every child can achieve success. It is our belief that education should be free, although there will be occasions when it will be necessary to ask for voluntary contributions, and occasionally make a charge.

Under the terms of the 1988 Education Act, education should, in the main, be provided free from charges. The governors and staff accept this as a principle and the following policy outlines their view and proposed action.

Education for pupils is free from charge if:

- ❖ it takes place in school hours
- ❖ it is part of the National Curriculum.

Exceptions

Voluntary contributions

When organising school trips, visits or in-school events that enrich the curriculum and educational experience of the children, it may be necessary to invite parents to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions we may need to cancel an activity. If an activity goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

The school values the contribution made by parents over the past years which have allowed visits to take place. If a parent wishes their child to take part in a school trip or activity, 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 have a right to know how each trip or activity is funded. The school provides this information on request.

The following is a list of additional activities organised by the school, which may require voluntary contributions from parents. This list is not exhaustive:

- ❖ **visits to museums/workshops and other school day trips (including transport costs);**
- ❖ **sporting activities that require transport expenses;**
- ❖ **outdoor adventure activities;**
- ❖ **visits to the theatre;**
- ❖ **when children take part in Technology Activities which involve a product e.g. baking;**
- ❖ **music/drama events;**
- ❖ **visiting speakers/events of a specialist nature e.g. a planetarium.**

The Governing Body reserves the right to ask parents to pay for the cost of replacing items of school property which are broken, lost or damaged, where it is the result of a pupil's behaviour.

The school holds its own fund raising events from time to time. Sometimes these support our own funds, but usually they support charities such as Comic Relief, or the "Poppy Appeal". Note that financial contributions to these events are voluntary.

Residential visits

If the school organises a residential visit in school time, or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do make a charge to cover the costs of board and lodging, and travel/ entertainment activities taking place out of school time. The activities taking place within school time are subject to the statements made in above

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 group music tuition if this is not part of the National Curriculum. Peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

Swimming

The school organises swimming lessons for all children at some point in Key Stage 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.

School Meals

The cost of school meals is reviewed annually. If parents meet the qualification for free school meals, their child will be eligible for free schools meals. Parents in this situation should fill in the application form available online or from the school office.

Other Activities

The school often offers additional sports coaching after school. Qualified coaches, who are not members of the school staff, run and organise these sessions. We may make a small charge for these sessions.

Admission charges may be made to school fayres; certain performances; school discos and other activities specifically organised to raise funds.

Vandalism and wilful damage

It is the policy of this school to pass on to parents/carers costs for vandalism or wilful damage. This includes any other damage caused by pupils who are old enough and mature enough to be responsible for the consequences of their actions.

The Governing Body reserves the right to ask parents to pay for the cost of replacing items of school property which are broken, lost or damaged, where it is the result of a pupil's behaviour.

Paying for information

Due to the FOI act anyone may request copies of documents from school.

Information published on our website is free, although you may incur costs from your internet service provider. If you don't have internet access, you can access our website using a local library or an Internet café.

Single copies of information covered by this publication are provided free unless stated otherwise in our Freedom of Information Policy. If your request means that we have to do a lot of photocopying or printing, or pay a large postage charge, or is for a priced item such as some printed publications or videos we will let you know the cost before fulfilling your request.

Newsletters are given out half termly and are published on the school website.

Letters for parents

Other letters to parents are sent home free of charge.

Telephone Calls

All local calls are free to staff members. All other calls e.g. mobile numbers and calls to STD codes out of the Hull area should be recorded and passed to the Admin Officer.

EYFS (Nursery children) additional sessions

Rokeby Park Primary School supports the entitlement to free 15 hours early Years provision for 3 and 4 years old. Universal free 15 hours provision is available from the term following a child's third birthday up until they reach compulsory school age, for every child irrespective of background or family circumstances.

Maintained schools are being encouraged to develop 'wraparound' day care for 3 and 4 year olds attending funded Early Years Foundation Stage education. The Department for Education advises schools that while free entitlement at the point of delivery is statutory, provision beyond 15 hours is not and therefore can be charged for, in line with the power to charge for extended services. See childcare Act 2006, the Secretary of State's code of practice 2010.

The governing body of Rokeby Park Primary School offers additional hours to families when there are spare places available. This will support parents to return to work, education and training and will support families in reducing the impact of poverty.

Charges for additional child care are based on the resource requirements to meet Early Years Foundation Stage and Ofsted regulations. Additional child care is priced at £3.50 per hour or £10 per 3hour session (from September 2012). All fees are payable one week in advance. Charges will be made for sessions even when a child is absent; for instance, through sickness. This is because overheads still have to be covered.

Breakfast club

The Breakfast club has two members of staff and therefore can offer 60 places per session. The club will not be viable with less than 20 pupils and may not run if it is not supported.

Sessions must be booked and paid for a week in advance and a refund cannot be made as staffing has to be paid for whether or not a child attends.

The club runs from 8 am- 8.50 am each day and costs £1 per day (April 2012).

After School Club

The After School club has two members of staff. The club will not be viable with less than 10 children attending each day and may not run if it is not supported.

Sessions must be booked and paid for in advance and a refund cannot be made as staffing has to be paid for whether or not a child attends.

Charges are correct at the time that this policy was updated. The school reserves the right to increase or decrease the charges in line with changes in policy and the costs the school incurs.

Review

This policy will be reviewed annually.

Reviewed: February 2017 by C Smith

Next review date: February 2018