



Signed: \_\_\_\_\_ (Chair of Governors)

Signed: \_\_\_\_\_ (Headteacher)

Date: October 2017

Review: September 2018

# **Old Church Primary School**

## **Charging Policy** **Statement on Letting of School Premises**

### **Introduction**

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. This applies to Art and Craft activities where we do not charge for materials and to curriculum music tuition and sports.

### **Voluntary contributions**

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 may include children whose parents have not paid any contribution. We do not treat these children differently from any others. We allow the children to participate fully in the visit or activity.

Sometimes the school pays additional costs in order to support the visit. This can be funded from School Fund or a request for a Visit Subsidy may be submitted to any appropriate body for consideration. Parents have a right to know how each trip is funded. This information is available on request.

### **Residential visits**

If the school organises a residential visit in school time or mainly school time, we make a charge to cover the costs of board and lodging, travel expenses and any specialist educational tuition. The cost of the visit is clearly set out for parents, providing adequate notice in order for parents to pay in instalments, if they wish. Letters to parents clearly state that personal circumstances will be treated sympathetically and confidentially by the Head Teacher. No child will be excluded or withdrawn from any activity within the curriculum due to lack of finance.

### **Music tuition**

All children study music as part of the normal school curriculum. We do not charge for this.

### **Swimming**

The school organises swimming lessons for all children in Year 5&6. These take place in school time and are part of the National Curriculum.

We make no charge for this activity.

### **After School Clubs / Breakfast Club**

The school offers additional After School Clubs run by various agencies and individuals, who are not members of the school staff. We use the Sport Premium Funding to cover the cost and parents are not charge. Attendance is voluntary.

We run a breakfast club each morning. The charge for attendance is currently £2.50a day or £10 a week. Attendance is voluntary.

### **School Fund**

. This fund is used to support and enhance the curriculum by subsidising activities in school, visits and to provide extras for children which cannot be planned for. Parents contribute what they wish and it is not compulsory or monitored.

### **School Dinners**

School meals are charged at the rate set by the external meal provider. Parents may apply to Walsall Metropolitan Borough Council for consideration for free school meals and those eligible are treated with respect and confidentiality. Children in Reception and KS1 are entitled to Universal free school meals

### **Examination Fees**

The school does not charge for examinations undertaken as part of the pupils' work within the National Curriculum.

### **Statement on Private Letting of School Premises**

1. It is currently the policy of Old Church School not to hire out the school premises as a means of deriving extra income.
2. The Governing Body offers free lettings for use of the school premises by after school club providers to enhance children's extra- curricular activities..
3. The Governing Body offers free lettings for use of the school for Fund Raising Events organised by the Friends of Old Church for the benefit of the school.
4. Should any change to the above be required in the future, the Governing Body will adopt a policy for lettings in line with recommendations from the Internal Audit Services.

### **Review of Policy**

This policy was written in October 2017 and. It will be reviewed annually.