



St. Patricks Catholic Primary School, Dipton
Charging Policy

Revision History					
Name	Version	Reason for change	Status	Date	Review
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1 Purpose

At St Patrick's Catholic Primary School, Dipton, we want to provide a range of experiences that add excitement and enjoyment to children's learning and personal development. All our pupils should have an equal opportunity to benefit from school visits, curricular and extra-curricular activities.

Many of these activities have a cost associated with them and, unfortunately, cannot be provided unless we ask parents for voluntary contributions or, in some cases, make a charge. But there are some strict rules we have to abide by. Our charging policy, set about below outlines what we will charge for, how we will try to make it manageable for parents and how we will help parents with limited incomes.

2 Voluntary contributions

We cannot charge for activities that are part of the normal school day or part of the National Curriculum, but we can ask for voluntary contributions towards their cost. Examples of circumstances where we might ask for voluntary contributions include:

- Transport on trips;
- Admission charges;
- Extra-curricular activities.

2.1 Why do we need to ask for voluntary contributions?

We want to offer a wide range of activities to broaden children's experience, but we cannot afford to do everything we would wish without help from parents.

2.2 What happens if a parent/carer is unwilling to pay?

Parent/carer contributions are voluntary. Children will not be excluded from any activity that goes ahead, but if we do not receive enough voluntary contributions, we may have to cancel the activity altogether.

2.3 What happens if a parent/carer is unable to pay?

Parents/carers in certain financial circumstances will not be expected to make voluntary contributions. We ask parents/carers to contact the head teacher privately if they feel unable to contribute additional costs.

2.4 Will the contributions of those who pay subsidise those who do not?

No. The amount we ask in voluntary contribution must not exceed the actual cost of the activity per pupil. We promise that:

- We will tell parents/carers at the outset if the activity cannot be funded without voluntary contributions;
- We shall give as much notice as possible of any activities which will require voluntary contributions.

3 Optional Extras

We can charge for any materials, books, instruments or equipment if they are to be made available for a child to own, as well as additional services within school, such as:

- Materials used in technology if children are expected to bring the finished product home;
- Cookery ingredients if children will bring their finished recipe home;
- Trips which are not part of the school curriculum and outside the school day e.g. theatre trips, football matches, sporting events and music concerts;

- After school activity clubs;
- We can charge for music tuition, if it is not required as part of the National Curriculum and is provided for an individual pupil or for appropriate sized groups of pupils;
- Additional hours of childcare, over and above funded hours in nursery provision;
- Wraparound care provision for breakfast and after school clubs.

We promise that:

- The charge will not exceed the actual cost of providing the optional extra;
- We will obtain parent/carer agreement before we provide the optional extra.

4 Class fund

We ask for a voluntary school contribution from all families to help provide resources for class use, e.g. tissues, ingredients for cooking, specific materials to support topic work. It is requested annually and the contribution can be made via the Arbor school shop. .

5 Charging for residential visits

Residential visits will incur a cost. The charge will not exceed the actual cost. We promise to help parents/carers to plan for these costs by having clear procedures to enable payment by instalments.

6 Special financial arrangements

We are willing to help parents/carers who are in receipt of any of the benefits (listed in Section 6.1), with any payments such as:

- Board and lodging on residential visits (where not optional);
- Music tuition;
- Transport to out of school activities.

In addition, reduced rates may be negotiated for extra-curricular activities and parents/carers are encouraged to contact the school on an individual basis.

6.1 Benefits required to qualify for special financial arrangements*

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

**These criteria may change from time to time in accordance with government policy.*