

Trinity Church of England Primary School

Charging Policy

Introduction

No charge can be made for education during school hours. 'School hours' are those when the school is actually in session, and do not include the break in the middle of the day.

Voluntary Contributions

The Governors of Trinity Church of England Primary School agree that activities including school visits will be charged at cost price and no profit will be made at the expense of pupils or parents/carers.

School visits and practical activities enhance the pupils' learning and broaden their knowledge and experience. These are undertaken with the help of voluntary contributions from parents/carers towards the overall cost. The opportunity to pay in instalments will be offered to parents/carers who wish to pay in this way. Many school visits, including residential visits, are heavily subsidised by the school in order to make the cost as affordable as possible for the majority of parents/carers. **No pupil will be excluded from an activity because his or her parents/carers cannot or will not make a voluntary contribution.**

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 educational element of the visit. However, we do make a charge to cover the costs of board, lodging, travel expenses and non-educational activities. Children in receipt of free school meals under national guidelines are entitled to free board and lodging. At Trinity, we subsidise the cost to all pupils who wish to go on residential visits when budget allows. These take place in years 2, 4 and 6.

Music tuition

All children study music as part of the normal school curriculum. We do not charge for this. Parents/carers of children who take instruments home are asked to sign an agreement stating they will pay up to £50 for a replacement/repairs if an instrument is lost or damaged whilst in their child's care.

Swimming

The school organises swimming lessons for children 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/carers when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Loss/Breakages, Damage to School Equipment and Books

Parents/carers may be asked to make a reasonable contribution towards the cost of equipment and books lost or damaged whilst in the care of their child. This contribution will never be more than the actual cost of an item, and in most cases is considerably less than the replacement cost.

Sale of School Uniform, etc.

The very small profit made from the sale of replacement school book bags (every pupil is given their first bag free of charge), ties, sweatshirts and other items of uniform goes into school funds to be spent for the benefit of pupils throughout the year.

Football

The school offers occasional football coaching after school. A qualified FA coach, who is not a member of the school staff, runs and organizes these sessions. We make a small charge for these sessions. The money goes towards paying the coach. The school makes no profit.

After School Activities

The school organises a rich menu of after school activities for which there is no charge.

After School Club

The after school club is run by an independent facilitator, currently ACES of Wednesfield. There is a charge for each day to pay for the staffing. The school makes a small nominal charge to ACES to cover heating, lighting and cleaning, but does not make a profit from this charge.

Lettings

Please see separate policy for full details of the procedure for the letting of school premises.

Scale of Charges for lettings as of 1 April 2014

Lettings will ONLY be considered for outside of normal school hours. Lettings during school holidays will be made in consultation with the Site Manager.

Site Manager needed to open/close (late hours or during school holidays)	£10.00 per session
School Hall	£30.00 per session (maximum 3 hours), then £10 per hour
Community room	£30.00 per session (maximum 3 hours), then £10 per hour
Dance/Drama studio	£30.00 per session (maximum 3 hours), then £10 per hour
Football field	NPV £15.00 per session (maximum 3 hours), then £5 per hour

	All other users £30.00 per session (maximum 3 hours), then £10 per hour
ACES out of hours child care	By direct arrangement with Governors/ Headteacher
Additional cleaning charge if facilities not left in good order	£15.00 per hour

Reviewed April 2017