

Alkrington Primary School



Charging Policy

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Alkrington Community Primary School

Charging Policy

At Alkrington Community Primary School, we believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra curricular) independent of their parents' financial means. This charging and remissions policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

Alkrington Community Primary School is committed to the principle of free public education during the school day for all activities fulfilling the requirements of the National Curriculum, Religious Education and Collective Worship.

There are, however, some activities where exceptions are made and these are listed below.

In the majority of cases payments made by parents and carers is via ParentPay, the online payment system. Payment can also be made with a credit/debit card and with cash at the school office.

1. Breakfast and After School and Holiday Clubs (Childcare facilities)

2. Individual Music Tuition

The school currently engages the service of Rochdale Music Service (RMS) in the provision of music tuition. Parental agreement is obtained beforehand and parents/carers are billed directly by RMS.

Further charges may be made for tuition books, sheet music and examination fees and accompaniment. Such examinations are optional extras and parental agreement is sought beforehand. Instruments can be rented through the Rochdale Music Service or the children can use their own instrument. Parents should insure Music Service instruments through their own Home and Contents Policies.

It is important to note that all the tuition received is extraneous to the requirements of the National Curriculum and prescribed syllabi for public examinations. Music tuition, which fulfils the requirements of the National Curriculum, is provided through normal teaching activities during the school day.

In certain circumstances Pupil Premium (PP) may be used to pay for certain activities etc for children who are in receipt of Free School Meals (or have been in the last 6 years) or have been in care for more than 6 months. Children of Service Personnel are also included in the Premium. School must decide on the best way to spend pupil premium and so each child will be looked at individually to ensure pupil premium has the maximum impact on closing gaps in learning.

In these instances, school arranges to make payment for those PP pupils' music tuition.

3. Educational Visits

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute towards the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip.

The letter sent to parents/carers regarding the trip, and seeking their consent, will include a breakdown of how the requested cost to parents has been calculated. This is usually the cost of the venue, plus the travel cost, minus any school subsidy, divided by the number of pupils.

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, this information is privy to the Headteacher and School Business Manager only. **Pupil Premium Statement applies – see above in 2.**

4. Activities Outside School Hours

No charge will be made for activities outside school hours that are part of the National Curriculum or religious education, or that form an essential part of the syllabus for an approved examination.

For all other activities outside school hours, a charge up to the cost of the activity may be levied. **Pupil Premium Statement applies – see above in 2.**

5. Residential Visits

When organising a residential visit the cost of the trip will be passed onto the individual pupil exclusive of VAT. If a child is in receipt of free school meals a subsidy (determined by the Head Teacher) may be deducted from the cost of the trip. Places on a residential trip are by invitation only and places are confirmed once a deposit is received and the amount is paid in full.

For the school visit to the Robinwood Outdoor Centre, by Y5 pupils, the cost to parents and carers has been heavily subsidised by the school, through contributions from the school budget, the PTA and other fundraising activities.

Pupil Premium Statement applies – see above in 2.

6. Lettings

The school will make its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges will be determined annually by the Governing Body and set out in the Lettings Policy.

7. Breakages, Losses and Fines

The school reserves the right to ask parents to pay towards the cost of breakages, acts of vandalism, loss of or damage to books where this results from a pupil's behaviour or negligence. Each case is individually assessed before parents are invited to provide restitution.

8. Swimming

The school organises swimming lessons for all children in Year 4. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

9. Cooking, Science and Design Technology

Parents may occasionally be invited to contribute to the cost of cooking, science and design technology activities on a voluntary basis. Items included are materials and ingredients, particularly when the child / parents has ownership of the finished product or the costs of the activity are considered expensive.

10. Remissions

The Governing Body may remit in full or in part the cost of any activity for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited to apply, in confidence, for the remission of charges in full or in part. Authorisation for such remission will be made by the Headteacher.

11. School Meals

The Governing Body determine the cost of school meals and school policy is to be in line with the cost set by Rochdale Council's contractor, Facilities Management. Any increases will be communicated to the parents and guardians in good time for them to send in the appropriate payment.

Pupils in Reception, Year 1 and 2 receive a school meal free of charge, in line with the Universal Free School Meals (UFSM) service. Other pupils might receive a free meal if they are entitled following an application, which is means tested.

For those who pay for a school meal, payments are expected in advance, at the beginning of the week.

If any parent or carer builds up a debt, the school reserves the right to request that the debt be cleared, and if it is not, the parent expected to provide a packed lunch in the meantime. Should a parent or carer not provide the packed lunch as requested, school will ensure that the pupil receives a basic school meal.

Pupil Premium Statement DOES NOT apply.

To be reviewed in the Spring 2025