



## **Oldfleet Primary School Charging Policy**

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

### **Introduction**

Oldfleet Primary School recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences can make to enrich, broaden and deepen pupils' learning experiences and contribute towards their personal development.

Therefore, we aim to:-

- Have robust, clear processes in place for charging and remissions.
- Clearly set out the types of activity that can be charged for and when charges will be made.

### **Nursery**

Every eligible child will receive 15hrs of free sessions. Working parents may be eligible for up to an additional 15hrs, at another provider, with a verification code. All children staying for full days will be required to pay £1 per lunchtime session (at time of print, this cost may increase) towards supervision costs. In addition parents must provide a packed lunch or pay the current school meal price. (Please refer to the school for clarification).

### **Voluntary contributions**

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to make a voluntary donation to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary donations, some trips may have to be cancelled. In certain circumstances the school will fund an individual. We do not treat these children differently from any others.

The school will pay for the cost of the transport.

If a parent wishes their child to take part in an educational visit or event, but is unwilling or unable to make a voluntary donation, we do allow the child to participate fully in the visit or activity. In many cases the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request but some examples may include: visits from professionals including authors, performers, activity days and workshops as part of trips.

## **School Uniform**

Oldfleet Primary School has an agreed school uniform/dress code for all pupils in order to feel a sense of identity and belonging as well as reducing peer pressure. This information is to be found in the new starter packs and on the school website. To assist parents some items of clothing are available from the school and prices are kept at cost price.

## **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 may make any charge for the education or travel expenses. We do make a charge to cover the costs of board and accommodation. Some pupils may be exempt from payment. Charges will never exceed the actual cost.

## **School Meals**

The school currently charges 50p per day for a school lunch (only Key Stage 2 pupils).

To qualify for free school meals, the parent/carer must be in receipt of one of the benefits below:

In England, children are eligible to receive free school meals (FSM) if their parents are in receipt of any of the following benefit:

- Income Support
- Income-based Job Seekers' Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- the Guaranteed element of State Pension Credit
- Child Tax Credit, provided they are not also entitled to Working Tax Credit and do not exceed the gross annual income allowance as assessed by Her Majesty's Revenue and Customs

**(All of the above information including charges for school meals are correct at time of print and are subject to change)**

A direct link to the free school meal application form is available on the school website.

## **Music tuition**

All children study music as part of the normal school curriculum. We do not charge for this. Currently there is no charge for group music tuition.

## **Swimming**

The school organises swimming lessons for children in year 4. These take place in school time and for year 4 are a statutory part of the national curriculum. We make no charge for this activity. We inform parents/carers when these lessons are to take place.

Catch up lessons may be offered for other year groups as required and there will be no charge for these.

### **Sporting events**

No child will be charged for participating in sporting events organised by the school. The school will provide a kit if appropriate and the non-return of the kit may result in a charge for its replacement.

### **Games Clubs/Extended School Clubs**

The school offers additional clubs and coaching during breakfast club, lunchtimes and after school. Currently the school does not charge for these activities.

#### **Cookery Club.**

If we are able to offer an after school cookery club, there may be charges for ingredients or materials.

Breakfast club is available Monday to Friday during term time and is available free of charge to all pupils. The times of breakfast club is 7.45am to 8.55am

### **Telephone Calls and Photocopier**

It is expected that staff will not use the school telephone or photocopier for personal use. However it is acknowledged that occasionally there may be a need to do so, and for this service full cost recovery will be charged (contact the school office for up to date costs). Local telephone calls charge at local rates and mobiles charged at appropriate mobile rates.

### **Lettings**

Lettings of the school facilities, buildings, fields etc. may incur a charge. The charge will be individually calculated to meet the needs of the individual letting. For further guidance please refer to the Community use Policy.

### **DBS clearance checks**

The school will fund the DBS checks for staff and governors. Volunteers are asked to pay the fee\* to cover administration charges. This is payable upon application to the school. (\*fee will be an appropriate charge at the date of application).

### **Adult School Meals**

Lunch for staff or visitors must be ordered by 9.30am each morning at the main school office. Cash payments must be made at the time of ordering.

Visitors – The visitor will not be charged for the meal, the school will pay the cost.

Staff – If a staff member undertakes a lunchtime club, the meal will be paid by the school for that day; alternatively the cost to staff is £1.00 per day.

### **Damaged or loss school property**

In cases of wilful or malicious damage to equipment or breakages or loss of school books, the Head Teacher in consultation with the Chair of the Governing Body may decide to ask parents to pay for the cost of replacing the item. Each incident will be dealt with on its own merit and at their discretion.

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