

KINGSBURY PRIMARY SCHOOL Charging Policy 2020

Introduction : The governing body of Kingsbury Primary School recognises the valuable contribution that the wide range of educational activities, including trips and clubs can make towards a pupil's education.

We do not charge for any activity undertaken as part of the National Curriculum. The Governors and staff of this school believe that ideally no child should miss an opportunity to share in any of the learning experiences which we provide because of lack of funding.

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, it may be necessary to either subsidise or 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. If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we aim to allow the child to participate fully in the trip or activity. Sometimes the school pays the additional costs in order to support the visit. The following is a list of additional activities organised by the school, where a request for voluntary contributions from parents will be made. Examples of the kind of activities for which a voluntary contribution will be requested are:

- visits to museums
- Educational visits which enhance the curriculum which require transport
- Sporting activities which require transport expenses
- visits to or by a theatre company
- musical events

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 education provided. However, we do make a charge to cover the costs of activities, board and lodging and for transport. Parents who receive benefits or free school meals are encouraged to speak to the Headteacher to discuss ways in which the school can support funding to ensure their child attends. Our aim is for all pupils to be able to attend.

Music Tuition

All children study music as part of the normal school curriculum and there is no charge for this. Additional music tuition is offered during school time for a range of music lessons. This extra-curricular tuition is provided by external agencies and any charges made are at the discretion of the provider.

After School Clubs

The school offers various after school clubs and activities, most of which are run by outside agencies. A fee is payable for the sessions.

Charging Principles

Parents have a right to know how each trip is funded. The school will provide this information on request. The total cost of the trip or visit includes all reasonable costs required to ensure that the trip is both financially viable and can operate safely. Most visits include free adult places but costs could include additional teaching and/or support staff, volunteer, teacher or support staff's travel, board and lodging costs (where required) to support the visit. The school will offer an instalment payment option for residential visits, based upon set amounts being paid against a defined timescale. This information will be included in the initial letter to parents. Any disabled child should not be financially disadvantaged in respect of a school trip or visit. Any additional costs should be funded from the main school budget and not be attributable to the individual trip/visit

Cancellation Charges

Whenever parents are asked to make a voluntary contribution to school trips or visits, the contribution may be non-refundable if the child is unable to attend the activity. This will always be made clear to parents when requesting the contribution. Non-refundable contributions will apply when the school has to pay costs in advance of the trip or visit, such as pre-paid tickets or pre-booked transport.

Damaged or lost items

The school may charge parents for the cost of replacing items broken, damaged or lost due to their child's behaviour.