

# MERTON BANK PRIMARY SCHOOL

## Charging Policy

### Voluntary Contributions

The Headteacher or Governing body may ask parents for a voluntary contribution towards the cost of:

- Any activity which takes place during or after school hours
- School equipment
- School funds generally

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 event. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the event. If an event 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 do allow the child to participate fully in the trip or activity. Sometimes 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. If we do not receive sufficient voluntary contributions, we may cancel the event.

Parents with financial difficulties will be invited to discuss individual needs with the Head teacher. School has a small fund to support such occasions, enabling access for all. Many trips over the course of a child's time in school are free and paid for by school. Every child will access a number of free trips.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- Visits to museums,
- Sporting activities which require transport expenses
- Outdoor adventure activities
- Visits to the theatre
- School trips
- Musical events
- Performing visitors to school

## **Residential Visits**

Schools are permitted to charge for the cost of board and lodging during residential school trips, even if they occur mainly during school time. This cost must not exceed the actual cost of the provision.

## **Breakages and Lost or Damaged Equipment**

Where a child's actions incur extra costs to the school, by breakage of equipment, damage to premises, loss or damage to exercise books, text books, library books or reading books, parents will be asked to pay a contribution to cover the whole or part of the cost.

## **Extra Curricular Activities**

The school will endeavour to offer the children a range of optional extra curricular activities to widen their experiences eg, art, netball, football, judo, karate, yoga, dance, rounders, multi skills clubs. Parents may be asked for payment if outside specialist teachers/coaches are employed to run the clubs. Parents with financial difficulties whose children wish to participate will be invited to discuss individual needs with the Head teacher.

## **Refunds and Repayment**

Where an activity makes a surplus, refunds will be issued from the school office. Payments made for trips, swimming etc, will not be refunded as the costing for the trip will have already been calculated.

## **Breakfast Club**

School runs breakfast club each day. The club is intended to provide childcare for those parents who require it. Currently due to funding it is free. This will be looked at on an annual basis.