

Keston 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 with the exception of individual or group music tuition.

Voluntary Contributions

Parents may be invited to make voluntary contributions to extend the value of school funds. If a particular activity cannot take place without some help from parents, this will be explained at the planning stage. If a planned activity has to be cancelled any monies received will be returned. Parents will be asked to make voluntary contributions to school trips, visits or for practical activities such as technology. These contributions will not exceed the actual cost. Where an outside provider is used for school activities a voluntary contribution will be sought.

Swimming

The school organises swimming lessons for all year groups. Lessons take place in school time and are part of the National Curriculum. We ask for a voluntary contribution to cover the cost of pool maintenance and provision of a specialist teacher. We inform parents when these lessons are to take place. Parental contributions are essential if the school is to continue to provide swimming opportunities to all pupils.

Music Tuition

Charges may be made for teaching either an individual pupil, or pupils in groups of up to four, to play a musical instrument if the teaching is not part of either the National Curriculum or a public examination syllabus being followed by the pupil. Instrumental lessons, if offered at Keston Primary, will be arranged through the Croydon Music Association and payments will be made directly to them. Pupils who take part in the Sound Start programme may be charged for the hire of musical instruments if practice is to take place at home; these charges will be made to cover the costs of repairs and replacements. Pupils who take part in whole class recorder tuition will be asked to contribute towards the cost of instruments and books.

Residential Activities

The school organises an annual residential visit for Year 6 children. The cost of this trip includes board and lodging, transport, materials, entrance to any sites visited and charges for any activities to be experienced. The cost of this trip will be based on travel costs, entrance to sites, materials and charges for activities experienced. The governors' policy is for the school to cover the cost of any additional teacher time necessary to lead the trip or subsequent follow up work. Where available, sponsorship will be provided for children of families on forms of income support or in

special circumstances to enable them to take part in the residential visit . This is stated clearly on letters and is dealt with discretely and in confidence by the head teacher. Parents will be given the option of a payment plan to spread the cost of the residential visit.

Activities not run by the School or LA

When an organisation acting independently of the school or LA arranges an activity to take place during, or in addition to, school hours and parents want their children to join the activity, such organisation may charge parents.

Breakages

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Head Teacher in consultation with the Chair of the Governing Body may decide it right to make a charge. Each incident will be dealt with on its own merit and at their discretion.

Other Charges

The Headteacher, Finance Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services, e.g. for providing a copy of an OFSTED report.

We would not wish to exclude any pupil from experiencing any activities provided by the school. In case of financial difficulty parents should contact the Head Teacher.

Reviewed Autumn 2015