

Charging Policy

Summary for Parents



At St Peter's School we want to provide a range of experiences which add excitement and enjoyment to children's learning and personal development. All our pupils should have an equal opportunity to benefit from school visits, curricular and extra-curricular activities.

Many of these activities have a cost associated with them and, unfortunately, cannot be provided unless we ask parents for voluntary contributions and, in some cases, make a charge. But there are some strict rules we have to abide by. Our charging policy, which has been agreed by governors, sets out what we will charge for, how we will try to make it manageable for parents and how we will help parents with limited incomes.

The full, detailed policy is available from the school office and is also available on the school website.

Voluntary contributions

We cannot charge for activities which are part of the normal school day or part of the National Curriculum but we can ask for **voluntary** contributions.

Examples of circumstances in which we might ask for voluntary contributions include:

- transport to swimming sessions
- transport on trips
- admission charges

Why do we need to ask for voluntary contributions?

We want to offer a wide range of activities to broaden your child's experience but we can't afford to do everything we would wish without help from parents.

What happens if I am unwilling to pay?

Your contribution is voluntary.
Your child will not be excluded from the activity.

BUT if we do not receive enough voluntary contributions, we may have to cancel the activity.

What happens if I am unable to pay?

Parents in certain financial circumstances (overleaf) will be able to negotiate a reduced voluntary contribution or arrange to pay in instalments.

Will my voluntary contribution pay for people who have not paid?

No. The amount we ask in voluntary contribution must not exceed the actual cost of the activity per pupil.

We promise that:

We will tell you at the outset if the activity cannot be funded without voluntary contributions.

We shall give as much notice as possible of any activities which will require voluntary contributions.

Missed trip

In the event of a child missing a school trip or activity (eg through illness), where payment by the school has been made in advance, contributions are not refundable. However, if payment is made on the day or after the event and is based on the number of entrants to the event, then contributions will be refunded on parental request.

We can charge for optional extras

We can charge for any materials, books, instruments or equipment if you wish your child to own them.

This means that we may make a charge for:

- materials used in technology if your child is expecting to bring the finished product home
- cookery ingredients
- trips which are not part of the school curriculum and outside the school day

We can charge for music tuition if it is not required as part of the National Curriculum and is provided for an individual pupil or for appropriate sized groups of pupils.

We promise that:

The charge will not exceed the actual cost of providing the optional extra.

We will obtain your agreement before we provide the optional extra.

Charging for residential visits

We believe that every child has an entitlement to a residential visit during their time at St Peter's. This will be built into the school curriculum.

We can't charge for transport although we need to request voluntary contributions.

We will charge for board and lodging (unless parents are in receipt of one or more of the benefits listed at the end of this guide). The charge will not exceed the actual cost.

We promise to help you to plan for these costs by:

- ensuring that you are given as much notice as possible of any trips or visits
- having clear procedures to enable you to pay by instalments

Special financial arrangements

Reduced rates may be negotiated for parents who are in receipt of any of the benefits listed below.

Benefits required to qualify

- Income Support;
- Income-based Jobseekers Allowance;
- support under Part 6 of the Immigration and Asylum Act 1999
- State pension credit
- Employment and Support Allowance
- Child tax credit (provided that they are not entitled to Working Tax Credit and have an annual income, assessed by HM Revenue and Customs, does not exceed the eligibility threshold amount for tax credit.

After-School Activities

There will be a charge made for children to attend after school clubs and activity evenings, which are not part of the school curriculum and are outside of the normal school day.