

London Borough of Tower Hamlets

Seven Mills Primary School

Charging Policy

March 2015

1 Introduction

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

In order to offer the provision that we believe our children need, we aim to provide as wide a range of extra-curricular activities and extended services as we can. We subsidise these activities as much as possible, but we do sometimes:

- charge for extra-curricular activities;
- ask for voluntary contributions for extra-curricular activities.

This policy sets out the scope of those charges, as well as those additional activities that we provide completely free of charge. The policy has been prepared with reference to the legal advice in the London Borough of Tower Hamlets guidance document: *Developing a Charging and Remissions Policy*.

We also seek funding from a range of bodies, including charities and local businesses, so that we can enrich learning opportunities for our children and families. The school has a long-established business partnership.

This policy does not apply to any charges determined and made by other organisations offering activities and services on the school premises.

2 School Meals

A charge is made for school meals in line with council policy. A charge is not made for children who are entitled to Free School Meals.

3 Breakfast Club

A small charge is made for breakfast club – 20p per child, per day.

4 Activities Provided Free of Charge

The following are provided free of charge:

- After-school clubs;
- Swimming activities (both curricular and extra-curricular) – including transport. All year groups from Year 1 upwards have swimming lessons every year;
- Curriculum instrumental and music lessons with specialist teachers;
- Any activity in school time or out of school time for which there is no cost to the school.

5 Voluntary contributions

We try to enrich our curriculum by a wide range of trips which enhance children's learning. These trips and visits are defined as curriculum activities. We undertake a maximum of six trips each school year (one every half term) and **if there is a cost to the school** we ask for a voluntary contribution for each trip, up to a maximum of £3 per trip. We ask parents in receipt of Free School Meals to make a contribution of half the amount requested generally. However, all contributions are voluntary and **no child will ever be excluded for lack of payment**.

The following is a list of trips that sometimes require us to ask for voluntary contributions from parents. This list is not exhaustive:

- visits to museums and art galleries
- visits to the theatre

- trips where there is an entrance fee

6 Residential visits

In Year 5 children have the opportunity to take part in a 5-day residential journey in the UK.

In Year 6 children have the opportunity to take part in a 3-day residential journey abroad.

We view these residential trips as exciting and very valuable educational experiences. We aim to subsidise this journey and keep costs as low as possible, and we encourage **all** children to take part. We make a small charge to parents towards the cost of board and lodging. The amount we ask parents to contribute is reviewed annually. Remissions are made for children who are entitled. (A full list of remissions entitlements is contained in the LBTH document: *Developing a Charging and Remissions Policy*)

5. Income

Payments for School Journeys and voluntary contributions for trips collected by the office staff and are recorded in trips and School Journey registers.

Signatures:

Chair of Finance and Staffing Committee:..... **Date:**.....

Headteacher: **Date:**.....