



## Welburn CP School Charging Policy

### **School Trips**

On most school trips which involve an admission charge and/or the hire of a coach a charge is levied to parents and carers. This is calculated by totalling all the costs for the visit and dividing by the number of pupils. In most cases this will be subsidised by the PTA and where necessary School. Pupil Premium funding will also be used to subsidise trips for eligible pupils.

Parents are advised of the cost of the visit and informed that payments are voluntary and that no child will be excluded by failure to pay. However, they may also be informed that should a large number of parents choose not to pay then the visit may be in jeopardy. The precise point when a trip is no longer financially viable is left to the discretion of the Headteacher. A visit will be cancelled with great reluctance and therefore every avenue is explored before this action is taken.

### **Residential trips**

The full cost of a residential trip will usually be borne by the parents/carers.

We will endeavour to keep the cost below £200. The cost to parents will not include the cost of adults accompanying the trip. Again, the PTA will usually help to subsidise the trip for all pupils. Pupil Premium funding will also be used to subsidise these trips for eligible pupils.

Financial assistance may still be available via school. Parents with more than one pupil in the class or who are suffering financial hardship may apply to school for help.

Residential visits are considered a vitally important part of a child's education and so **every effort** is made to accommodate the different circumstances of families so that the children are able to attend residential visits.

## **Swimming**

The cost of swimming lessons is subsidised by the Sports Premium Funding. We ask for a £10 donation to help cover the costs.

## **Telephone**

The school telephone is available for private calls by staff. There is no charge for this.

## **Uniform**

The school uniform can be ordered from <https://school-shop.co.uk/>  
Parents can order and have uniform sent direct to home.

## **Payment for curriculum activities**

In a state primary school, children have an entitlement to free education and a broad and balanced curriculum and every attempt is made to avoid incurring additional costs. Should a situation arise however when additional costs are incurred (apart from the cost of a school visit and swimming), the school will endeavour to absorb these by using its own funding. Examples of items which fall into this category are cooking ingredients and design and technology.

The chief item which falls outside this policy is a musical instrument. Instruments can be purchased through the County Council's Assisted Purchase scheme or through the Music for Schools Foundation. Instruments sold for educational use do not attract a VAT element.

## School meals

The price of a school meal is currently fixed by the North Yorkshire Education Committee and is subject to regular review. Parents are expected to pay for their children's school meals on a half-termly or weekly basis.

School meals for pupils in **Reception, Year 1 and Year 2** are provided free of charge.

In an emergency, a child requiring a cooked meal who doesn't usually stay, will be expected to pay for the meal the following day.

Parents who owe money for meals consumed by their children will be sent a reminder giving details of the date when the meal was served and the cost incurred.

Parents may qualify for **free school meals**. Notification is normally received from the North Yorkshire Education Office when a child's free meals are to commence and when their entitlement to free meals expires. We are strongly advised not to give children free meals whilst an application is being processed. Forms for making such an application are available from the school office.

We currently charge £2.60 per meal.

## Music

Part of the cost of peripatetic music lessons in school is passed on to the parents of children who wish to learn to play a musical instrument. The charges are calculated on a termly basis and parents are invoiced directly from North Yorkshire Music Service so that school does not have the responsibility of collecting money

The system is the same for Music For Schools Foundation lessons.

## Photographs

The school photographer visits school twice a year: in the Summer Term to take photographs of the Year 6 leavers and in the Autumn term for individual and family photographs.

Parents are under no obligation to purchase photographs. However, should a purchase be made, payments are made online via the photographer's website.

School receives a percentage of the takings as commission.

## Lettings

The school hall and classrooms are available for hire. Should any individual or organisation wish to use a room, outside school hours, then an initial approach should be made to the Headteacher. The rates charged for lettings are those stated in the N.Y.C.C. document: *LA Directed use*.

## Receipts

Receipts will be given when appropriate as requested.

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This policy will be updated at regular intervals when amendments have been made and/or to reflect current practice.

September 2022

## Current charges (as at September 2022)

Swimming	£10 (per block)
School meals	£2.60(per meal) KS2 (Years 3,4,5 and 6) only

September 2022