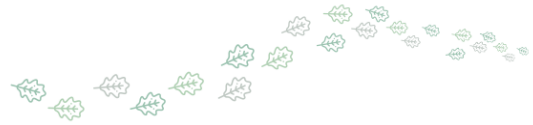


STYAL PRIMARY SCHOOL



Styal Primary School



CHARGING POLICY

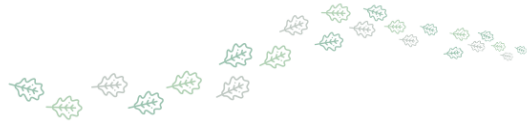
Reviewed in November 2022

STYAL PRIMARY SCHOOL

CHARGING POLICY



Styal Primary School



Introduction

We aim to provide an exciting and enriched curriculum at Styal with a variety of extra curricular opportunities on offer. All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

Music Tuition

All children have a weekly music lesson. We do not make any charge for this, as this is part of our school curriculum. Every year, school applies for funding from Love Music Trust to provide wider musical opportunities where children have the chance to play a brass, string or woodwind instrument. There is no charge to families.

Choir is run this year by Manchester University and is offered as a free after school club. In summer term, the choir performs at Manchester University and the transport will be funded this year by Earlam's from Styal Village. There will not be a charge to families.

Voluntary Contributions

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 trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may be forced to cancel a trip. If a trip 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 still 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.

The following is a list of additional activities organised by the school that require voluntary contributions from parents:

- Class visits linked to topic work;
- School visits to the theatre;
- Class residential visits.

Residential Visits

The school organises a residential visit for Year 6. This takes place during the school term and is provided to enhance and enrich education directly related to the National Curriculum. We do have to charge to cover expenses but Pupil Premium allocation may be used for children who would not otherwise be able to attend. The trip is not viable if the cost to the school outweighs the value of the trip.

This year, a Styal Parish Council donation and further funding from Earlam's has allowed school to offset some of the costs for this visit.

Swimming

The school organises swimming lessons for children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for the swimming teachers and the transport for this activity. Transport is funded through a donation from Earlam's. Written permission for children to participate is required.

External Agency Run Clubs

The school offers additional clubs throughout the school year. If these are run by external agencies who use the school premises, there will be a small charge to parents.

Teacher Run School Clubs

All teachers volunteer to run a club after school at some time during the year. There is no charge for any of these activities. We encourage parents to help out when they can.

After School Club

The After School Club is run by Mrs Annette Tompkins from 3.30 to 5.30pm each night (to 6pm on request). Parents may buy into this facility on a regular or irregular basis. All payments are managed by Mrs Tompkins directly.

Breakfast Club

Breakfast club is run in school by school staff. It opens at 7.45am and the children are provided with a wide variety of breakfasts each day alongside activities. Parents may buy into this facility on a regular or on an ad hoc basis. Payments are managed through school's on-line payment system.

Late Collection of Children at the End of the Day

We ask parents to call the school office if they are running late to help appropriate provision to be made and children can be kept informed and reassured (please note that calling will not exempt a parent from late charges).

At the end of the school day, teachers will take any uncollected children to the office to wait for collection. On many days, teachers have professional development or professional meetings and cannot look after children who are not collected on time. Because of the additional administrative and supervision costs, there is a late collection charge from After School Club.

If children are not collected at the end of the day, the following procedures will be implemented:

- Messages are checked to see if there are any changes to the end of day arrangements
- Parents / carers are contacted at home or work
- If this is unsuccessful, other authorised adults and emergency contacts are contacted

If the child is not collected after 10 minutes, the child will be taken to our After School Club in the hall for which parents / carers will be charged the relevant fee by After School Club.

Parents / carers will be asked to sign a Late Collection of Child Incident Form on pick-up.

If the child has not been collected after one hour, we will follow our safeguarding procedures and contact social services.

Equal Opportunities

Fundamental to the aims of the school being achieved, is a belief that all parents and children will receive equal entitlement without prejudice and that individual potential should be developed to the full.

We do not discriminate against any child or adult because of gender, age, ethnic origin, social class, religion, marital status, sexual orientation, disability or special needs.

Monitoring and Review

This policy will be monitored and reviewed every two years by the Headteacher in consultation with staff and governors.

This policy was reviewed by the Headteacher in consultation with staff and governors in November 2022.

Signed: Louise Boardman, headteacher