



Charging Policy

Chair of Governors	M Mortiboys	Nov 2024
Interim Headteacher	D Marusamy	Nov 2024
Next review date	November 2026	

Policy on Charging

1 Introduction
1.1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, however, occasionally we may request voluntary contributions for some school clubs requiring specific resources.

2 Voluntary contributions

- 2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may 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.
- 2.2 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 do 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, and the school provides this information on request.
- 2.3 The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:
- Visits to museums or places of interest to complement the curriculum
 - Outdoor adventure activities;
 - Visits to or by a theatre company;

3 Residential visits

- 3.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, a charge is made. School contributes to the costs and fund raising is encouraged to lower the overall costs. Parents are required to pay the charges for their children to take part, as this is an extra curricular activity.

4 Music tuition

- 4.1 All children study music as part of the normal school curriculum. We do not charge for this.

5 Swimming

- 5.1 The school organises swimming lessons for all children in Key Stage 2. This take place in school time and are part of the National Curriculum. We make no charge for this activity, We inform parents when these lessons are to take place, and we seek the parents' written permission for their children to take part.

6 Breakfast Club

- 6.1 There is a charge to parents who opt to take up a place at Breakfast Club. Breakfast Club is charged at £4.00 per session.

7 School Lunches

- 7.1 There is no charge for any pupils that are entitled to Free School Meals or Universal Infant Free School Meals. All paid meals are £2.40 per day and charges are to be reviewed annually and in line with inflation.

8 Monitoring and review

- 8.1 This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.

9 Refunds

- 9.1 Pupils missing a trip due to an illness or all other extenuating circumstances, may request a refund from school.

Butts Primary is a cash free school and trips, lunches and majority of payments will need to be paid via the School Gateway app.

School Fund, fundraising may be requested in cash, this will include fund raising events and non-uniform days.