

Parklands Community Primary School

Charging Policy

Date of Approval : June 2026

Review Date : Summer 2029

Reviewed by : Resources Committee

1. Purpose

This policy explains when the school may charge for activities and when contributions are voluntary. It ensures all pupils can access a broad and balanced curriculum regardless of ability to pay.

2. Key Principles

- Education during school hours is free.
- No child will be treated differently if their parent cannot or does not pay.
- Charges will only be made where permitted by law.
- Costs will not exceed the actual cost of the activity.

3. Voluntary Contributions

- The school may ask for voluntary contributions for activities during school hours (e.g. trips, visitors).
- Contributions are optional.
- Pupils will not be excluded if parents do not contribute.
- Activities may be cancelled if insufficient contributions are received.

4. Optional Extra Activities

Charges may be made for activities outside school hours that are not part of the National Curriculum or religious education (e.g. clubs). Charges will cover actual costs including staffing, materials and equipment.

5. Residential Visits

- If a visit takes place mainly during school hours, no charge will be made for education or travel.
- A charge may be made for board and lodging.
- If the visit mainly takes place outside school hours, full costs may be charged as an optional extra.
- Parents eligible for certain benefits may receive support.

6. Music Tuition

Charges may be made for individual or group music tuition requested by parents. No charge will be made if it is part of the curriculum or for children looked after by the local authority.

7. Materials

Charges may be made for ingredients or materials if parents agree in advance that their child will keep the finished product.

8. Calculating Charges

Charges are based on the actual cost divided by the number of pupils participating. The school will not make a profit.

9. Support for Families

Support may be available for families on low incomes. Parents are encouraged to speak confidentially to the Headteacher if they need help.

10. Refunds

If an activity is cancelled by the school, payments will be refunded. Otherwise refunds are not normally available unless a place can be filled.

11. Monitoring

The governing body will review this policy every three years or sooner if required.