



# CHARGING POLICY

**Dated**

May 2024

**Review Date:**

October 2024

Review Date	Review Date	Review Date	Review Date	Review Date	Review Date
Oct 2022	Oct 2023	May 2023			

## **Charging Policy**

Central to the delivery of the school's curriculum are real life experiences. The school organises a wide and varied range of educational visits and visitors. The school does ask for voluntary contributions for some visits and visitors.

### **Educational Visits and Visitors**

The School pays for educational visits and visitors during school hours through;

- Voluntary contributions from parents and carers
- Use of the pupil premium fund from the school budget
- School Fund subsidy where applicable.

The cost of an educational visit or visitor is made up of:

- Entry or booking fees
- Travel costs i.e. cost of train tickets, coach hire etc.
- Board and lodging if the trip is residential

All pupils are allowed to experience the visits and visitors, regardless of payment; however it may be the case that, should the school receive insufficient voluntary contributions, the event may be cancelled.

All information relating to payment method is confidential. Parents are welcome to discuss any concerns with the Executive Headteacher or Head of School.

### **Residential Visits**

Where parents are in receipt of Income Support and/or other criteria which qualifies the pupil to be entitled to Free School Meals, the school will, in the case of a residential visit, contribute 75% towards the cost of the visit. This subsidy will be funded from Pupil Premium.

This information is contained in the School's Prospectus which is updated annually.

### **Hire of School Premises (See Lettings Policy)**

If a request is received for the use of the school for 2 hours one evening it will be necessary for the Janitor to claim additional hours to open and close the Premises and to include a minimum amount of cleaning.

Suggested charge

Janitor costs £ 17 x 2 = £ 34

An additional amount would have to be added for wear and tear, use of toilets, cleaning etc. The amount added on would be at the discretion of the Governing Board and be dependent upon the use being made of the school. The standard fee would be set at £40 for 2 hours minimum.

Four suggested rates of letting for School Halls:-

1. Free (e.g. Church use)
2. Community rate (e.g. clubs and societies) £40 for two hours minimum.  
£15 for each additional hour or part thereafter.
3. Private rate (e.g. parties etc.). £50 for 2 hours.  
Minimum £ 15 per hour for each additional hour or part thereafter.

After 9.00 p.m. the suggested cost should be an additional £20.00 per hour

### **School Meals**

Where parents are not in receipt of Free School Meals or entitled under the Universal Infant Free School Meal scheme. School meal prices are as follows:

- Nursery            £2.50 per meal
- Year 3-6           £3.25 per meal

### **Breakfast Club**

Etruscan Primary School provides a Breakfast Club which opens at 8.15 a.m. each school day and includes child care for 30 minutes before school, breakfast and a drink, if required. The charge for this service is:

- £1.00 per day per child.

### **School Uniform**

There is a voluntary standard of school dress which is recommended, encouraged and supported by parents as detailed in the school prospectus.

Items of uniform sold in school.

### **School Book Bags**

School logo book bags are available for purchase from the school office.