



# Charging Policy

## NORTH CAVE CHURCH OF ENGLAND PRIMARY SCHOOL

### CHARGING POLICY

#### Policy Statement

Activity	Voluntary Contributions	Cost To Be Met By Parents/Carers
Visitors in school which require a fee (eg. Travelling Theatre groups, Workshops)	√	x
<b>Schools' Music Service Lessons</b> Instrumental music tuition for individuals or in groups of 6 or less (See appendix 1)	x	√
<b>Schools' Music Service Lessons</b> Hire of musical instruments	x	√
Cycling/Pedestrian Skills	√	x
School Visit <b>In school hours</b> eg day visits	√	x
School Visit <b>Out of school hours</b> eg residential, evening, weekend visits (including transport, accommodation, food/meals, activities, supervision)	x	√
Out of School Clubs including The Den (before and after school care provision)	x	√

A 'Voluntary Contribution' is a request from the school to the parent/carer to pay the cost of their child's contribution for the trip/visit/visitor/activity. No child will be treated any differently if no contribution has been made. Please note that if the school does not receive sufficient voluntary contributions the trip/visit/visitor/activity may be cancelled.

There may be some occasions when a particular classroom/club activity may incur an additional voluntary cost for materials/resources. Parents/carer will be informed of such costs in advance of the activity.

Any family in receipt of Income Support or experiencing financial problems is invited to contact the school as additional help may be available.

If a child does deliberate damage to, or loses school equipment, the parent/carer is expected to pay for its repair or replacement.

**Note** The parents/carer will be informed, each year, that this policy is available on request.

## Appendix I

### **Schools' Music Service** Agreement of Entitlement

Tuition will take place within school hours in groups. The size of each group will be determined, in consultation with the school, by availability of instruments, accommodation available and the needs of the pupils.

The Service will deliver a minimum of thirty lessons per academic year on a weekly basis. If the number of lessons falls below thirty, the appropriate amount will be refunded. (Where a pupil misses music lessons through illness, school visits or family holidays, there will be no refund.)

The hire of musical instruments will be charged at £5 per term to cover wear and tear.

Additional charges may also be made to cover the cost of sheet music and/or examination fees.

Payment for tuition will be made to the school at the beginning of each term prior to the commencement of the lessons. This will form part of the contract with parents and there will be no refund should the pupil wish to discontinue during the course of that year.

**Note:** A copy of the charging policy will be made available to parents.