

Charging Policy



Review Date: July 2027
Reviewed by: Curriculum Committee

	Summary of changes made	Reviewed by
June -26	Costs updated; School meals 2.70 to 2.80 Water bottle 1.50 to1.65 Breakfast club 5.00 to 5.25	S.Ali

Introduction

Educational experiences should be accessible to all our children. We do not charge for any activity undertaken as part of the delivery of the National Curriculum in school. The Valley School does, however, provide a range of activities in order to enrich children's learning.

Voluntary Contributions

When organising school trips, visits or specialist speakers/workshops, which enrich the curriculum and 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, either the school will subsidise the trips and activities or they may be cancelled.

If a parent wishes their child to take part in a trips or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully. Sometimes the school pays additional costs in order to support activities. Parents have a right to know how each trip, visit or events is funded. The school provides this information on request.

Additional activities organised by the school include:

- Visits to museums and theatres
- Sporting events
- Musical performances

Residential Visits

The school organises a residential visit which is to provide education directly related to outdoor and adventurous activities. This trip takes place mainly over a weekend. We make a charge to cover the cost of travel expenses, board and lodging.

Extra-Curricular Clubs

A wide range of clubs is offered after school, the vast majority of which are free. When a specialist teacher or qualified coach runs and organises these sessions a small charge will be made. The school also organises swimming lessons for children in KS2. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

Transport- Mini Bus Charges

The school will charge for local trips/visits at a rate of £2.50 per child per visit within Bolton and £4.00 per child per visit beyond, this is to cover the minibuss expenditure and not to make a profit.

In the event that the mini buses are used as extra transport to supplement hired coaches, then the cost will be calculated so everyone pays the same regardless of whether they travel on the coach or the mini bus.

Mini buses used by other schools

The school will charge for local trips/visits at a rate of £2.50 per child per visit within Bolton and £4.00 per child per visit beyond, this is to cover the minibus expenditure and not to make a profit.

School items

Hi Visibility yellow jacket: £2.50
Water bottle: £1.65
Small book bag: £4.50
Large document bag £7.50
PE bag: £4.50

Damaged/ Lost items

The school may charge for the cost of replacing items that are damaged or lost due to the negligence or poor behaviour of pupils or their parents. Parents will only be charged the replacement cost to purchase the same or equivalent item. The school will consider waiving costs in exceptional circumstances, e.g. financial hardship. The school will charge for any books that are lost, the charge will be £5 per book.

Breakfast club

Attendance at breakfast club is chargeable £5.25 per session whether the child is in attendance or not, fees are payable in advance.

School meals

School meals are currently charged at £2.80 per child meal and £3.60 for an adult meal.

Nursery charges

Sessions are charged as follows:

- A morning session 8.45am -11.45am = £18.00
- An afternoon session 12.30pm – 3.30pm = £18.00
- Lunch session 11.45am -12.30pm = £7.00
- Whole Day = £43.00 (which includes 1 hour lunch period)

Attending staff children receive a 10% discount on session charges

From time to time it may benefit the School to use Volunteers. An example would be a shortage in the office due to staff absence. In the event of a Volunteer needing a Nursery or Little Learners place in order to help the School out, the child's place would be free of charge for that period of time. The arrangement would be open to Volunteers who are already in School.

Conclusion

Charges are used only to cover the expenses and not to make profit.

Charges for use of the Children's Centre

A charge of £8.04 per hour for the use of the Children's Centre. The Letting Policy has been reviewed and also has a clause that says, the charges are subject to review if the Utility prices increase.

Charges for the car park. The school and the children's car park is rented in the school holidays and weekends for £1212 per site per annum. This equates to £6 per day for 6 vehicles.

Refunds and Remissions

In the event of a visit having to be cancelled by the school, full refunds will be made of any monies collected.

Where children do not attend trips due to sickness or any other reason, refunds will only be made for the amount refunded to the school by the trip provider. This may mean a part or no refund at all. This is due to trips being costed on the number of children going. If payments are not made in full for trips it starts to make them unviable, therefore payments are extremely important.

In addition to this, every year, the governing body agree a proportion of the budget to support individual families in receipt of pupil premium and other relevant circumstances, at the Headteacher's discretion, which may be used to offset charges to support before and after school club and contribute to the cost of trips/opportunities outside of the curriculum. Families who feel unable to pay due to financial constraints (e.g. families with **more than one child participating in the same activity**) are asked to speak to the Headteacher in the first instance, and decisions will be made on a case by case basis.

The governing body recognises its responsibility to ensure that offering activities and educational visits does not place an unnecessary burden on family finances.

Therefore we aim to:

- Give as much notice as possible for upcoming trips.
- Offer a system for parents to pay in instalments for trips in excess of £30.00