

Charging Policy



St. Vincent's Catholic Primary School

Together through Christ we grow and learn

Date of Policy: September 2018

Date of Review: September 2019

Person Responsible: Marina Coleman and Elaine Cooper

Presented to Staff and Governors: September 2017

Aims To ensure that no child is excluded from any school activity because of cost.

Implementation

1. For children going on School Journey, the full cost of board and lodging will be charged to parents, except for pupils from families in receipt of income support or family credit, or any other known financial difficulties who will not have to pay the full cost. Pupil Premium may be used to fund this valuable learning experience. The other costs of the activity should, in principle, be borne in full by the parents of participating children. Every year, a bursary will be applied for from a charity for three places. If other families need support to be able to participate financial supports will be sought from other sources such as charities and the Church.
2. For outings and trips during the school day the school will ask parents if they would like to make a voluntary contribution towards the cost. Whenever possible, the school will make use of free/subsidised schemes, for example, the Mayor of London's transport scheme. Once a year the St. Vincent's Parents' Association will fund an expensive trip for each class.
3. As part of the Wider Opportunities in Music all children in year 3 will learn to play the recorder and year 4 will learn to play the keyboard. There is no charge for this.
4. All children participating in an extra curricular activity run by the school will be asked to contribute £2 towards the costs. Please refer to Extra-Curricular Activities Policy. However, we do not wish for any child to miss out on such activities for financial reasons so if the parent meets with Miss Coleman an agreement may be reached to support attendance and for the school to cover the costs.
5. All nursery children receive fifteen hours at school free of charge and some families will qualify for 30 hours. Other parents wishing to 'top up' to an all-day place will be charged. Details can be found in the Nursery Admissions Policy and Contract.
6. As a voluntary aided school the Governors must independently pay at least 10% of all building projects. The school has been very successful in applying for different grants towards the projects but all projects require supplements from the school. The annual Governors Maintenance Fund has also been used where necessary although this money is mostly used for general maintenance to keep the school in its current great condition. We ask parents to annually make a voluntary contribution of £50 per child towards this Maintenance Fund or £60 per family. A special thank you is given to those who donate above the amount requested. Such generosity is most appreciated and always welcomed.
7. Families are expected to pay for school uniform. Most items can be purchased from a range of shops but items with the logo must be purchased from Stitch Clothing. To support parents the school holds second hand uniform sales at least termly.
8. Children in Reception, Year 1 & Year 2 are entitled to Universal free School Meals. Children in other year groups who do not qualify for Free School Meals will be charged for school meals. Payments are made using Parent Pay.
9. If a child breaks, loses or damages school property, which has been lent to, or used by her/him, the parent(s) must reimburse the cost of its replacement. Wilful damage of school property will be treated in the same way.
10. Personal requests made by parents, for example passport applications, will be charged at £10 per item.

If any family cannot afford the voluntary contribution requested they are encouraged to speak, in confidence, to the headteacher who will support them in any way possible. No child should be excluded by this charging policy from participating in any school activity.