

Charging Policy

Village Infants School



Approved by:	Governing Board	Date: 23/10/25
Last reviewed on:	October 2025	
Next review due by:	Oct 2026	

- **Class visits organised by the school**
 The school subsidises the cost of school trips and asks for a voluntary contribution from parents. If a parent wishes their child to take part in a school trip but is unable to make the full voluntary contribution then the child can attend the trip. However, where contributions do not cover the cost of the trip the school reserves the right to cancel the outing. If the school trip has to be cancelled due to insufficient funds, all monies received will be returned to parents.
- **After-School Clubs**
 The school offers a wide variety of after school activities some of these are charged for and others are not. Where clubs are led by staff on a voluntary basis no charge is made but if a club is led by an outside provider then parents are charged either per session or for a series of sessions depending on the providers procedures.
- **Damage to property and breakages**
 We may seek to recover some or all of the costs incurred due to wilful damage or breakage of school property. This will be determined by the Headteacher.
- **School Meals**
 Every child is entitled to a *free hot school dinner* or a packed lunch if the child is attending a school trip.
- **Voluntary Contributions**
 Where the school cannot levy charges, and it is not possible to make these additional activities within the resources ordinarily available to the school, the school may request or invite parents to make a contribution towards the cost of the trip. Pupils will not be treated differently according to whether or not their parents have made any contribution in response to the request or invitation. However, where there are not enough voluntary contributions to make the activity possible, then it will be cancelled.
- **Late Collection of Pupils**
 The school can impose a supervision fee of £5 for 30 minutes for persistent late collections at the discretion of the Headteacher.
- **Remissions**
 The Governing Board may wish to remit in full or in part, the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited, in confidence, to request for the remission of charges in full or in part. Authorisation for such remission will be made by the Headteacher. Consultation with the Chair of Governors will take place where deemed necessary if the decision is likely to have notable impact on the school's budget or if it could set an unreasonable precedence which the school could not meet.

This Policy is reviewed annually