



Waddingham Primary **Charging Policy**

This policy was reviewed and received the full agreement of the Governing Board at their meeting in July 2026 and will be reviewed annually.

Signed Chair of Governors:

Date July 26

Signed Head Teacher:

Date July 26

The aim of this policy is to set out what charges may be made for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

1 Introduction

- 1.1** All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

2 Voluntary Contributions

- 2.1** When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip or event. If a trip / event goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.
- 2.2** If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.
- 2.3** The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:
- visits to museums and places of educational interest;
 - sporting activities which require transport expenses;
 - outdoor adventure activities;
 - visits to the theatre;
 - school residential visits;
 - musical events.
 - swimming lessons transport

3 Residential Visits

- 3.1** If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we may charge for some elements of residential school visits, for example, the cost of board and lodgings during overnight school trips but the charge will be not more than the accommodation actually costs.

4 Music Tuition

- 4.1** All children study music as part of the normal school curriculum. We do not charge for this.

- 4.2** There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons in line with LEA guidelines. We give parents information about additional music tuition at the start of each academic year if we are able to offer this service.

5 Swimming

- 5.1** The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity but we do ask for a voluntary contribution towards the cost of transport. We inform parents when these lessons are to take place and we ask parents for their permission for their child to take part in swimming lessons.

6 Breakfast and After School Clubs

- 6.1** The school runs after school clubs on a regular basis for children from both key stages. A charge of £3 is made towards the cost of providing resources to fund the activity clubs for the children who attend from 3.30pm to 4.30pm. After school care is also provided after activity clubs from 4.30pm to 5.30pm at an extra cost of £2. Terms and conditions are sent out with each term's club letter with more details.
- 6.2** Breakfast club is run every morning during term time. A charge of £3 is made towards staff costs and food if a child attends from 8am. If a child attends from 7.45am, the charge is £4. Terms and conditions are sent out with each term's breakfast club letter with more details.

7 School Meals

- 7.1** A charge of £2.75 is made for hot school meals which is then paid directly through Parent Pay to North Lincolnshire Council who provide the school with the meals from Broughton Hub. Children of families who are entitled to free school meals are not treated any differently from those who pay for their meals.

8 Reductions

- 8.1** There is a 50% reduction for Pupil Premium Free School Meals, Children in Care, Post Looked After Children and Service children where possible.

Exceptions to Payments

Please note that we will make an exception on a payment dependent upon individual circumstances.

9 Little Acorns

- 9.1** Fees are payable in the current month. Invoices are given out a month before the requirement and are expected to be paid by the end of that month, failure to do this results in additional cost, £5 late payment fee.

- 9.2** Fees are not refundable unless the setting has to close and cannot offer the hours paid for in another session. On days that there is a trip, fees will still be payable as the trip will be staffed, as well as voluntary parental support, this is also the case during transition visits.
- 9.3** Where possible, we try to be flexible on patterns of attendance, so parents are able to swap their child's days or pay for extra days, if required. This is subject to numbers of children attending each day and staffing numbers.
- 9.4** Should payments fail to be made within one calendar month, we reserve the right to prevent the child from attending the setting until all monies owed have been paid.
- 9.5** Pricing structure is :-
£5.50 per hour at setting
£5.20 per hour for any late collection
£0.40 for daily snack.

