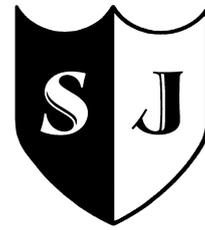


# St. Joseph's Catholic Primary School

## 'Growing in Faith, Faith in Growing'



### St. Joseph's Catholic Primary School Charging Policy Statement on Letting of School Premises

#### **Introduction**

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. This applies to Art and Craft activities where we do not charge for materials and to group music tuition.

#### **Voluntary contributions**

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. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others. We allow the children to participate fully in the visit or activity.

Sometimes the school pays additional costs in order to support the visit. This can be funded from School Fund, the School Community Association or request for a Visit Subsidy may be submitted to any appropriate body for consideration. Parents have a right to know how each trip is funded. This information is available on request.

#### **Residential visits**

If the school organises a residential visit in school time or mainly school time, we make a charge to cover the costs of board and lodging, travel expenses, insurance and any specialist educational tuition. The cost of the visit is clearly set out for parents, providing adequate notice in order for parents to pay in instalments, if they wish. Letters to parents clearly state that personal circumstances will be treated sympathetically and confidentially by the Head Teacher. No child will be excluded or withdrawn from any activity within the curriculum due to lack of finance.

#### **Music tuition**

All children study music as part of the normal school curriculum. We do not charge for this. The peripatetic music teachers teach class lessons; again, there is no charge for this.

#### **Swimming**

The school organises swimming lessons for all children from Year 2 to Year 6. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

#### **After School Clubs / Breakfast Club**

The school offers additional After School Clubs run by various agencies and individuals, who might not be members of the school staff. We make a charge of £2.00 per session to cover costs. The children who attend meet this cost. Attendance is voluntary.

We run a breakfast club each morning. The charge for attendance is currently £2.20 for breakfast or £1.70 for attendance without breakfast. Attendance is voluntary.

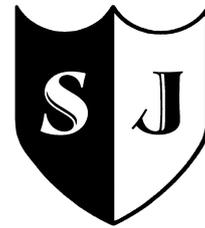
#### **School Fund**

We have a voluntary school fund to which parents may contribute. This fund is used to support and enhance the curriculum by subsidising activities in school, visits and to provide extras for children which cannot be planned for.



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Parents contribute what they wish and it is not compulsory or monitored.

A Nursery Contribution of 60p per week is requested from parents and is used to provide drinks for the children, disposable resources (for example ingredients for cooking) and to subsidise nursery visits. This is a voluntary contribution and we are extremely grateful for donations to the school and nursery fund.

### **Milk**

Milk is provided free of charge for children under the age of five years.

### **School Dinners**

School meals are charged at the rate set by the Darlaston Schools Cluster in association with the appointed catering management company. Parents may apply to Walsall Metropolitan Borough Council for consideration for free school meals and those eligible are treated with respect and confidentiality.

### **Private Phone Calls / Photocopying**

A charge will be made for all private phone calls or photocopying which may occur. The rate of these charges is on display in the secretary's office.

They are currently:

6p a minute for private phone calls to a landline, 12p per minute to a mobile network.

12p per black and white A4 copy and 20p per A4 colour photocopy.

24p per black and white A3 copy and 35p per A3 colour photocopy.

### **Examination Fees**

The school does not charge for examinations undertaken as part of the pupils' work within the National Curriculum.

### **Statement on Private Letting of School Premises**

1. It is currently the policy of St. Joseph's School not to hire out the school premises as a means of deriving extra income.
2. The Governing Body offers free lettings for use of the school premises by St. Joseph's Church.
3. The Governing Body offers free lettings for use of the school for Fund Raising Events organised by the St. Joseph's Community Association for the benefit of the school.
4. Should any change to the above be required in the future, the Governing Body will adopt a policy for lettings in line with recommendations from the Internal Audit Services.

### **Review of Policy**

This policy was reviewed in September 2014 and presented to Governors during the Autumn Term 2014. It will be reviewed annually.

