



# St Thomas of Canterbury Catholic Primary School

Policy: Charging Policy

Review date: May 2026

Next review: May 2027

## **Introduction**

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. A charge will be made for individual or group music tuition provided by St Helens Music Service, offered to children in KS2. The charge is based upon the number of children signing up for these sessions, parents will be notified of the cost in advance.

## **Voluntary Contributions**

When school trips or visits are organised to supplement the curriculum and to provide an educational experience for the children, the school invites parents to contribute to the cost. Parents are asked to make a voluntary contribution; however, if sufficient voluntary contributions are not received then a trip may be cancelled. If the trip goes ahead all children will be included irrespective of whether or not they have made a contribution. If appropriate and funds allow, the school or PTFA may pay a proportion of the costs in order to support a visit. Parents have a right to know how each trip is funded and the school will provide this information on request.

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' (the cost of the provision will not exceed the actual charge, i.e. no profit will be made by the school). This list is not exhaustive:

- Visits to museums
- Visits to the theatre
- School trips
- Musical events

## **School Levy**

Each year parents of those children attending Catholic Schools are asked to make a voluntary contribution, currently £10 per family, to the Archdiocesan Schools' Building Fund (The School Levy) which funds building works and major repairs carried out at Catholic Schools.

St Thomas of Canterbury Catholic Primary School has received a number of grants over the past few years to improve the building for the benefit of our children.

## **Residential Visits**

An annual residential visit for Y6 children is undertaken and charges made to cover the cost of board and lodgings and transport.

Parents are given the option of a payment plan to spread the cost of residential visits.

## **Music Tuition**

All children study music as part of the normal school curriculum and no charges are made. There is a charge for individual or group music tuition that is not part of the National Curriculum. This service may be provided via an external provider, and charges will be set out by them.

## **Swimming**

The school organises swimming lessons which take place in school time and are part of the National Curriculum. No charge is made for this activity. Parents are informed when these lessons are to take place. Permission is sought from the parents via the annual Parental Consent Form.

## **Out of Hours Group**

The Out of Hours Group provides Breakfast and After School childcare for the pupils of St Thomas of Canterbury Catholic Primary School. Charges are made to cover the cost of the provision in relation to staffing costs, provisions etc. Charges are displayed on the school website and in the Out of Hours Group room.

**Charges for the Out of Hours provision are:**

Breakfast Club - £5.00 -from 7.50am

Afterschool Club - 3.20 pm to 4.30 pm - £6.25 – 4.30 pm to 5.30 pm £8.00.

A late booking fee of £2.50 will be incurred if a child is not booked in 24 hours before they use the club.

**St Thomas of Canterbury Catholic Primary School Nursery**

A charge of £2.50 per day will be made to those in receipt of 30 hours funding to cover the cost of the half hour wrap around care and a midday supervisor during the lunchtime period.

**Extra-Curricular Clubs**

The school may offer additional activities as a before or after school club, which may be provided by an external coach/tutor. A charge will be made for these sessions set out by the provider.

**School Staff Led Extra-Curricular Clubs**

The school may offer additional activities provided by a staff member as a before or after school club. A charge of £1 per session will be made.

**Hire of School Premises**

Where governors agree to the use of the school premises for the provision of sports clubs for the children then the St Helens Letting Policy is used. Governors have agreed a charge of £12 per hour for providers for before and after school activities for our children and external groups using the facility.

**Breakages & Fines**

The Governors reserve the right to ask parents to pay for the cost of replacing any item such as:

- broken windows
- any item damaged as a result of unsatisfactory pupil behaviour

This policy and the charges within it will be reviewed on an annual basis.