

**ST. HELEN'S CATHOLIC PRIMARY SCHOOL**

**CHARGING POLICY**

**FEBRUARY 2024**

**RESPECT YOURSELF,  
RESPECT EVERYONE IN OUR SCHOOL COMMUNITY,  
RESPECT EVERYONE IN OUR LOCAL COMMUNITY,  
RESPECT EVERYONE IN OUR GLOBAL COMMUNITY  
BUT MOST OF ALL, RESPECT GOD OUR FATHER IN HEAVEN.**



The Local Governing Committee of St. Helen's Catholic Primary School has agreed to this Policy in FEBRUARY 2024.

## **CHARGING POLICY STATEMENT FEBRUARY 2024**

When organising school trips or visits which enrich the curriculum, the school asks Parents/Carers to contribute towards the cost of the trip/visit. All contributions are voluntary. We do our best to keep these costs to a minimum and sometimes subsidise trips where necessary.

If we do not receive sufficient voluntary contributions, we may have to cancel the trip/visit, depending on the cancellation policy of the company.

If a trip/visit goes ahead, it will include children of Parents/Carers who have not paid any contribution. We do not treat these children any differently from the rest of the class. Some costs are covered by Pupil Premium.

If the school organises a residential trip, the Parents/Carers are asked to pay for the board/lodgings and travel expenses.

If Parent/Carers are experiencing financial difficulty, they are invited to contact the office or write to the Headteacher in confidence – the Headteacher will then attempt to find funding from an alternative source such as a charity or from Pupil Premium, when appropriate.

### Music Tuition

All children study music as part of the National Curriculum. We do not charge for this. There is a charge for individual or group tuition where the children are taught by peripatetic Teachers, this must be paid prior to lessons commencing. They might also need to hire an instrument from school which we loan to them at a reduced cost.

### Swimming

The school organises swimming lessons for children in some classes. We ask for a contribution towards the cost of transport, the hire of the pool and for the instructors. This cost is subsidised.

### Breakfast Club

There is a cost of 1 child attending Breakfast club and any siblings attending on the same day will be charged at half the price. This must be paid weekly.

### After school Clubs

There is a cost for a full session 3.30 – 5.15pm and a cost for a part session of 3.30 – 4.15pm. This must be paid on the School Gateway in advance of the club.

If you do not pick up your child/children on time, they will join the afterschool club and parents will be charged for this service.
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### School lunches

These need to be booked on the School Gateway for every school day – a booking is also necessary if your child is having a home packed lunch. School lunches need to be paid weekly and in advance.

### Pupil Premium

If a child is entitled to the Pupil Premium funding, they will be eligible for other benefits in school. In this case, please contact 1 of the Senior Leaders. Please see the current Pupil Premium funding plan on the website to see what is covered for the year.

### Lost/damaged school equipment

For lost/damaged reading books or maths games, we ask families for a minimum donation towards the cost of replacing the item.