

Branton Community Primary School  
and  
Breamish Valley Nursery



# Charging Policy

## **Branton Primary School Charging Policy**

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum in school with the exception of individual music tuition or instrument hire to enable children to take instruments home.

### **School Lunches**

The cost for school lunches is currently £2.20 per day, or £11.00 per week. Parents will be notified in advance of any changes to this amount.

Parents of children in Nursery and Key Stage 2 (years 3, 4, 5 and 6) pay for lunches.

All children in reception, year 1 and year 2 are entitled to receive Universal Infant Free School Meals (UIFSM) through a government funded scheme where all infant age pupils are entitled to a hot school meal free of charge regardless of individual financial circumstances.

It is still essential that if you are entitled to income related free school meals you apply as greater benefits will be received for yourself and for school.

We ask that lunches are paid for **in advance**. If more than ten days dinner money is outstanding we may ask that you provide packed lunches for your child until the outstanding amount is paid.

You can

- pay each **Monday** for the lunches for that week
- pay for the half term, at the **beginning** of the half term, if you are unsure of the amount/number of days, please ask
- pay for the term, at the **beginning** of the term; again please ask if you are unsure of the amount/number of days

Please send any cash or cheques to school in a **named** envelope stating the amount enclosed and the period covered.

If your child is absent from school for any reason, we will carry forward that credit to the next payment due.

### **Nursery Sessions**

All children who are 3 - 4 years old are entitled to 15 hours. Currently, as part of the Northumberland Pilot, some children will qualify for an additional 15 hours of funding dependent on eligibility requirements.

There is funding available for 2 year olds which again is dependent on the family meeting the eligibility requirements.

At Breamish Valley Community Nursery we offer paid for sessions for any families who do not meet the eligibility requirements and the current costs are available on the school website or on request from school.

We ask that sessions are booked and paid for in advance, and any outstanding amounts will be billed at the end of each week. Sessions or lunches booked need to be paid for even if your child does then not attend, so unfortunately no refunds will be given.

## **Voluntary contributions**

When organising school 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. Cancellation will be based on affordability. 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.

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. Often 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.

The following is a list of additional activities organized by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- school trips;
- musical events.

## **Residential visits**

If the school organises a residential visit in school time or mainly school time, it is to provide education directly related to the National Curriculum. However, we do make a charge to cover the costs of board and lodging and coach costs. Parents who receive state benefits are exempt from payment.

## **Music Tuition**

All children study music as part of the normal school curriculum. We do not charge for this whole school group activity although as stipulated above we may need to charge for instrument hire to cover the insurance costs of allowing your child to take their instrument home. The current cost of this insurance is £10.00 per term per child.

There is a charge for individual or small group music tuition if this is not part of our timetabled curriculum. The peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons. Parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition if it is available at the start of each academic year and this tuition is provided by Music Partnership North.

## **Swimming/PE**

The school organises swimming lessons and PE lessons at Willowburn Leisure Centre in Alnwick for all children from reception to year 4, with nursery parents having the option to bring their children to the swimming sessions (and join them in the water). These take place in school time and are part of the National Curriculum, however the school is charged per child for each session and transport is also required.

We ask for a voluntary contribution towards the cost of these lessons that includes the cost of transport to and from Willowburn. The current voluntary contribution we ask for is £3.50 per session.

## **Before and after school provision**

The school will consult with parents and survey regularly the demand for before and after school provision. This would be a chargeable activity if it was deemed that there is sufficient demand to provide it. Charges would depend on how many children from the same family are attending, but the costs are based on staff coverage and materials used.

## **After School Clubs**

After School Clubs provided by an external provider, such as Trident Soccer, Thunder Rugby, and Alnwick Lawn Tennis Club are chargeable dependent on the number of children and the charges levied by the provider. Parents will, when possible, be notified in advance of any charges for such clubs.

Clubs operated by school staff will not be chargeable. This excludes any potential breakfast and after school club that may be established in the future as mentioned above.

**Reviewed March 2017**

## School Payments Summer Term 2017

I acknowledge receipt of the new charging policy for Branton Community Primary School and Breamish Valley Community Nursery.

I understand that from Monday 24th April 2017 all school meals will need to be paid in advance by my chosen method (if applicable)

Signed .....

Name ..... Date .....

My child ..... is in year .....

and my child (please tick)

- is in receipt of Universal Infant Free School Meals (UIFSM) Years Reception, 1 and 2; ☐
- is eligible for Free School Meals(FSM) ☐

or

- I need to make payment for school lunches Years 3, 4, 5 and 6 ☐

and so I agree to (please tick as appropriate)

- Pay each Monday the amount of £11.00 for the lunches for that week. ☐
- Pay for the half term, at the beginning of the half term;  
Summer term 1<sup>st</sup> half 24 days @ £2.20 = £52.80;  
Summer term 2<sup>nd</sup> half 35 days @ £2.20 = £77.00. ☐
- Pay for the term, at the beginning of the term;  
Summer term 59 days @ £2.20 = £129.80. ☐

**Please send any payments to school in a named envelope indicating the amount enclosed and the period paid for.**

Please make cheques payable to Northumberland County Council.

## Nursery Payments Summer Term 2017

I acknowledge receipt of the new charging policy for Branton Community Primary School and Breamish Valley Community Nursery.

I understand that from Monday 24th April 2017 all Nursery sessions will need to be paid in advance each week.

Signed .....

Name ..... Date .....

My child ..... D.o.b. ....

### Nursery Costs for children not eligible for funding

#### Half day sessions

Morning session - £9.00 9am -12pm, includes early lunch on Thursdays only due to rec-Y4 children swimming, with pick up at 12pm.

Morning session with lunch - £11.20 9 am - 12.30pm

Afternoon session - £7.50 12.45 pm - 3.15 pm

#### Full day sessions

Full day - £19.00 (9am to 3.15 pm and includes lunch)

### Lunch costs for children attending funded 2, 3 or 4 year old sessions

£2.20 per day, payable in advance.

If you wish to use child care vouchers, please speak to Mrs McCann.

**Please send any payments to school in a named envelope indicating the amount enclosed and the period paid for.**

Please make cheques payable to Northumberland County Council.

**Adopted by Governors and Staff .....**

**Signed**

**Chair of Governors**

**Headteacher**

**Reviewed .....**