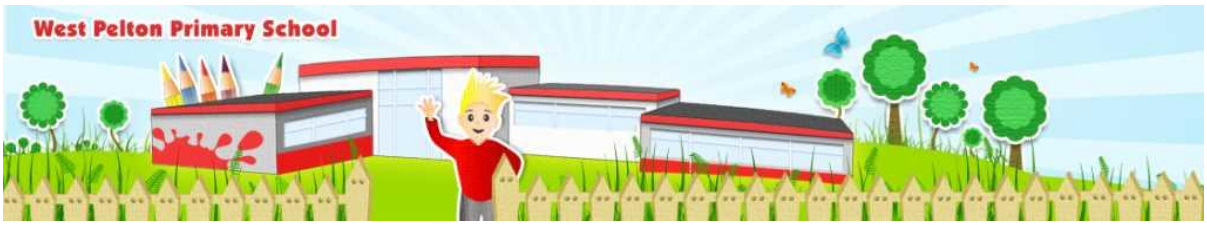
West Pelton Primary School & Nursery



Policy on Charging

Policy and Guidance for Durham Schools

Approved by:	Governing Body	**Date:**	24 June 2026
Next review due by:	June 2027		

Policy on Charging

1. Introduction

1.1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition.

2. Voluntary contributions

2.1 When organising school trips, visitors or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. 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.

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, and 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; places of interest
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- school trips abroad;
- musical events.
- Visitors delivering workshops to the pupils

3. Residential visits

3.1 If the school organises a residential visit in school time, or weekends we suggest a subsidised charge to cover the costs of board and lodging and travel. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled.

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 small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by county peripatetic music teachers. A contract between the county music service and individuals parents is then issued. There is a cost for such tuition which is charged directly to parents from the county peripatetic music service. School does not enter into this contract other than to give parents information about additional music tuition at the start of each academic year.

5. Swimming

5.1 The school organises swimming lessons for children in Key Stage 2 (Years 3-6). These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place.

6. After School Clubs

6.1 The school offers after school clubs. We may make a small charge for these sessions.

7. Buses

7.1 For many activities transport is required, we normally charge, however, we use these charges only to cover the expenses of the trip, and not to make a profit.

8 Monitoring and review

8.1 This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.

9 Persistent Lateness (after school)

9.1 Persistent lateness is detrimental to the emotional wellbeing of the child therefore, as a last resort; we will issue a charge of £1.00 per minute for each occasion of lateness that occurs if, the school receives no prior notification of any exceptional circumstances as judged by the school. (It is not expected that this would be more than once each week).