

## Charging Policy for Elmore Green Primary School

All education provided during school hours is free, therefore we do not charge for any activity undertaken as part of the National Curriculum.

### Voluntary contributions

We feel that educational visits are an essential part of the learning process. Some children's first hand experiences are limited and it is our role to provide a broad and balanced education. All visits will enhance children's experience of their environment and be linked to the school's curriculum.

When organising school activities or visits which enrich the curriculum and educational experience of the children, the school invites parents/carers to contribute to the cost as the school's budget and school fund cannot meet the cost of all our visits. We often find it necessary to ask parents for a voluntary contribution toward the cost of the visit.

*However, no pupil will be excluded from an educational visit that is considered to be a vital part of the curriculum on the grounds of non-payment. Where insufficient funds are raised by voluntary contributions, the school reserves the right to cancel the visit.*

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. Sometimes 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.

### Optional Residential visits

These visits are not compulsory or part of the curriculum and it is the parent/carer's choice whether their child takes part. Currently the school organises residential visits for Y6 pupils. Pupils are asked to pay for board and lodging expenses. Pupils who can currently access pupil premium funding will be supported in the cost of this. This situation will be reviewed annually.

### Uniform

School uniform and school equipment is sold at no profit.

## Requests for information to comply with GDPR (General Data Protection Act)

There is no charge for any requests for information as per GDPR.

## Charity Events

Pupils are asked to bring contributions to participate in charity events on a voluntary basis.

### School Snack

The school will charge for snack in Foundation Stage, however if parents/carers do not make a contribution, pupils will still receive a snack along with their milk.

For KS1 and KS2, school provide a toast service supplied by Walsall MBC. Charges made are to cover the costs.

### Damage/loss of property

A charge will be levied in respect of wilful damage, neglect or loss of school property.

This policy will be reviewed on an annual basis by the finance officer and any changes will be taken to governors to review.

Amended November 2019