

Durham Gilesgate Primary School

Charging Policy

Introduction

All the education we provide during normal school hours is free of 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.

Voluntary contributions

When organising school trips, visitors or visits (referred to as additional activity in this policy) to enrich the curriculum and the educational experience of the learners, the school invites parents to contribute towards the cost. All contributions are voluntary. However, if we do not receive sufficient voluntary contributions the planned additional activity may not be viable and it may have to be cancelled. If an additional activity goes ahead, it may include learners whose parents have not paid any contribution. We do not treat these learners differently from any others.

If a parent wishes their child to take part in an additional activity for which we are requesting a voluntary contribution, but they are unwilling or unable to make that voluntary contribution, we will allow the learner to participate fully in the 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.

For many activities we will use private school fund, curriculum budget, Pupil Premium funding or a mixture of these to subsidise school additional activities and reduce the contributions we ask of parents.

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 or places of interest
- ✓ sporting activities which require transport expenses
- ✓ After school sport clubs where we use a 'bought in' coach
- ✓ outdoor adventure activities
- ✓ visits to or by a theatre company
- ✓ school trips abroad
- ✓ musical events
- ✓ Visitors delivering workshops to the pupils

Residential visits

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. Where children are eligible for free school meals and the residential visit takes place during normal school hours then no charge will be made for subsistence. As a result there may be different charges for those eligible for free school meals and those who are not.

Music tuition

All learners study music as part of the normal school curriculum. We do not charge for this. However, 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. In the case where children are eligible for Pupil Premium, the school will offer assistance with the charges using Pupil Premium funding.

Swimming

The school organises swimming lessons for pupils in Key Stage 2. 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.

Transport

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.

Breakfast Club

This is an optional extra which sits outside of the normal school day. Children attending Breakfast Club are charged £2.00 per day per child. The charges cover the cost of food, wear and tear to equipment (toasters etc. which eventually need replacing) and the salaries for staff running the club. No profit made.

After School Childcare Club

This is an optional extra which sits outside of the normal school day. Children attending After School Childcare Club are charged at one of two different rates. 3:20 to 4:30 is £6.00 per child per session or 3:20 to up to 6:00 is £11.00 per child per session. The charges cover the cost of food, wear and tear to equipment and the salaries for staff running the club. No profit made.

This policy version updated September 2025