

MILLFIELDS C E PRIMARY SCHOOL

CHARGING POLICY

The Governing Body of Millfields C E Primary School has adopted the following policy in connection with the matter of charging for:

- School activities (including school trips)
- Residential Visits
- School Meals and School Milk
- Damages and losses
- Any other services provided by the school where a cost is incurred

The Governing Body endorses the policy of the Wirral Children and Young People's Department (CYPD) with respect to charging for school activities. This policy is contained in the Authority's General School's Information booklet, which is available from the school.

School Activities

Parents may be asked for a contribution in cash or kind for materials which are being used in practical activities if they indicate a wish to own the finished product. Parents will be asked before an activity is undertaken whether they so wish.

Trips and visits form an important part of the curriculum offered by Millfields C E Primary School. Under the Education Act 1996, parents are not required to pay for such visits but may be asked to make voluntary contributions towards their cost. No pupil will be excluded from a school trip because of his or her parents' willingness or inability to contribute. It is hoped however that parents will feel able to support the school in its efforts to provide a full and interesting curriculum for all of its pupils. If the contributions made are not sufficient to enable a planned trip to take place, the Headteacher may cancel the trip or make such changes to the organisation of the trip as she thinks necessary. School will make use of Pupil Premium funding to help fund in full or in part any activities that require charges when the parent/carer cannot afford to pay.

All trips and visits will be organised under the direction of the Headteacher and Educational Visits Co-ordinator and in accordance with the guidelines issued by Wirral.

Parents may be charged for "optional extras", that is activities which are provided mainly out of school hours and which are not part of the school curriculum. If parents would like their children to take part in such activities but are unable to meet the full cost, financial assistance may be available. The Headteacher is happy to talk to parents in confidence about any possible arrangement.

Residential Visits

When a residential trip is taking place parents will be asked to meet the costs of board and lodgings and the activities organised. However, parents in receipt of the appropriate benefits can approach the Headteacher in confidence for help with the costs of board and lodgings.

School residential visits will only take place with the approval of the Governing Body and CYPD. Teachers organising such trips will be responsible to the Headteacher at all times.

School Meals and School Milk

All pupils in Years F2, Year 1 and Year 2 are entitled to a free school lunch under the Universal Infant Free School Meal Scheme. Pupils who meet the criteria and have been awarded entitlement also receive a free meal. All other pupils are charged at the current rate as detailed in the schedule of charges (see Appendix A). Adult meals are charged at the current rate as shown on the schedule of charges.

Milk is administered by an external provider and payment for milk is made directly to the company. Milk is free for children who meet the criteria and have been awarded entitlement to a free school meal and school milk. Also, children under five are entitled to free milk up until the beginning of the term in which the child turns 5.

Damages and Losses

Parents may be asked for a payment towards the cost of repairing or replacing any part of the fabric of the school or any item of school property which has been damaged or lost as a result of their child's inappropriate behaviour.

Any Other Services

Please refer to the Schedule of Charges.

Taken to Finance & Resources Meeting date: 18/10/23

Approval at full Governing Body meeting dated: 18/10/23

Signed (Chair of Governors) J. W. W. /