



Stelling Minnis CE Primary School

Charging Policy

Stelling Minnis Church of England Primary School is committed to offering a primary education of the highest quality to each child. The school deliberately sets out to create the right environment for all pupils, to allow them to develop in the way and at the pace appropriate to them. As a controlled Church of England School, we provide a secure, happy and stimulating learning environment where Christian faith leads our way. We aim to foster a true and lifelong desire to learn by presenting children with a wide and challenging curriculum set firmly within the guiding principles of Christian values, which we teach and model through all aspects of school life. Our specific Christian values are Love, Respect and Perseverance.

The use of our finances is governed by our Christian value of Respect, in a spirit of Love for all.

Ratified by Governors 18.10.22
Reveiwed annually

School Mission

Our purpose is to promote the full development of all pupils by providing a secure, professional and caring environment in which each pupil is encouraged to reach his or her potential and is prepared for the opportunities, responsibilities and experiences of life. These goals are to be achieved in the context of a Christian environment.

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Charges made by the school for extracurricular activities, trips and clubs are based on covering costs, excluding wraparound care.

In cases of hardship, the school will always endeavour to assist with payment, so as to not disadvantage any pupil. However, each individual case is judged on its merits and is at the Headteacher's discretion.

- **Voluntary Fund.** The parents at Stelling Minnis CE Primary School are asked to voluntarily contribute to the school voluntary fund each year. Currently, this is £25 per family per year, the parents are asked in term 1.
- **This has not been requested for 2022 due to the cost of living crisis.**
- **After School Clubs.**
After school clubs (extracurricular) are run by parent volunteers or staff and outside providers.
 1. The fees for extracurricular clubs run by outside providers are set and collected by the providers direct. This currently includes Le Club Français (French club) and a termly sports club run by Kate Horton.
 2. The school's after school club is run with a sliding scale of charges dependant on use. A 10% sibling discount is given. A late charge of £20 is applicable for late collection of children after 6pm. These charges are reviewed annually.
 3. Craft/cookery club charges a weekly fee to cover the cost of the resources used.
 4. Some clubs are funded by school and no charges are made.

- **Breakfast Club.**
The cost of breakfast club is paid by the parents who use it. The current cost is £2.50 per child per session. This is reviewed annually.
- **Swimming.**
Parents pay a voluntary contribution towards the cost of swimming lessons where costs are incurred.
- **Trips.**
Parents pay a voluntary contribution towards the cost of school trips where costs are incurred. Should the cost of this trip decrease any surplus will be refunded to parents.
- **Residential Trip (Hindleap).**
The year 6 pupils attend a residential trip usually in June. This trip involves a high cost. The school will offer staggered payments (interest free) to alleviate the burden on parents. Should the cost of a trip or activity decrease any surplus will be refunded to parents.
- **Lease of the Hall.**
The school charges £15 for the lease of the Hall for an evening. This is reviewed annually.
- **Payment of Fees.**
Payment for breakfast club & after school club must be made prior to use. Parents are required to pay in advance of use. Continued failure to pay could lead to the school refusing the use of the provision to these parents.
- **Collection of late payments.**
At least once a month, reminders are sent out by email to everyone who owes money. Late payments are followed up regularly by office staff.
- **Online payments.**
Parents have to use the school's online payment facility for paying After School Club, Breakfast Club, other clubs and school trip payments.
- **School Meals.**
Parents who purchase school meals (pupils in years 3, 4, 5 & 6) are strongly encouraged to use the schools' online banking facility. The cost to parents of a meal is £2.60
A plate charge of 10p per meal is included in the cost of each school meal provided which the school pays to Lyminge CEP School (mother kitchen) for the cost of heating, lighting and replacement of equipment.

- **Use of Forest School.**

A charge of £35 per term will be made to Bossingham Pre-school for use of our Forest School area to cover wear and tear, and maintenance.

Policy ratified by governors October 2022

Date of next review: Annually