![\\SMCEPS-DC01\headteacher$\Documents\ADMINISTRATION\Admin\School pictures and logos\Stelling Minnis_master logos\jpg_files\Stelling Minnis School logo_RGB[M].jpg]()

**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.

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| School MissionOur 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. |

**Ratified by Governors 18.07.2023 v1**

**Reviewed Annually**

# **Stelling Minnis CE Primary School**

# **Charging Policy**

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.

**After School Club run by the school daily**

Prices for 2023-2024 are as follows:

Paid in advance

 3.20pm-4pm £2.50 minimum charge

 3.20pm-5pm £5.50

 3.20pm-6pm £8.00

Pay as you use – payment required on collection via card machine which will incur a handling fee.

 3.20pm-4pm £3.00 minimum charge

 3.20pm-5pm £6.00

 3.20pm-6pm £9.00

Collection after 6pm will be subject to a late charge of £20 payable on collection (per child).

Sibling discount (10%) is available on all charges except the minimum charge.

Children attending another school club will receive a discount of the minimum charge. These prices will be reviewed annually.

**Other Clubs after school**

Sports clubs run by the PE teacher will be chargeable and payment goes directly to her.

Clubs run by school staff/volunteers may be chargeable if resources incur costs.

Some clubs are funded by school and no charges are made eg. Funded by Sports Premium or other Govt initiatives.

**Clubs during the school day**

 There is a French Club run directly by Le Club Francais. Payments are made directly to this organisation.

**Breakfast Club.**

The cost of breakfast club is paid by the parents who use it.

The current cost is £3.00 per child per session, paid in advance.

Pay as you use charge will be £3.50, payable on the card machine on arrival.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. These payment must be made by online banking only.

* **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, or on ad hoc basis via the payment card machine at the time of use.

* **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.

* **School Meals**.

Parents who purchase school meals (pupils in years 3, 4, 5 & 6) must to use the school’ online banking facility. The cost to parents of a meal is £2.90.

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. A delivery charge of 10p per meal is also included.

* **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.