



## CHARGING POLICY

Reviewed on:	March 2025
Reviewed:	Annually
Staff Responsibility:	Business Manager Headteacher Governing Board – Resources Committee

### Introduction

All education during school hours is free, with the exception of group music tuition (should it be offered). We do not charge for any activity undertaken as part of the National Curriculum.

### School Trips and Visits

When organising school visits or workshop activities which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the activity.

If a parent wishes their child to take part in a school visit or event, but is unwilling or unable to make a voluntary contribution, the child is still allowed to participate fully in the visit or activity as long as parental consent has been given.

### Music Tuition

All children study music as part of the National Curriculum. We do not charge for this. There is a charge for individual or group music tuition if this is not part of the National Curriculum. This charge is paid directly to the provider of the peripatetic music provider. We give parents information about additional music tuition at the start of each academic year.

### Activities Outside the School Day

Where activities take place outside school session time, charges are levied where appropriate. The hourly cost for activities hosted by school is £3.50. Charges for sessions provided on behalf of the school by PE coaches is charged at £5 per hour.

Before and After School Care is run by Premier Education. For further information visit:

[www.premier-education.com](http://www.premier-education.com).

### Pupil Premium Funding

Pupil Premium children can choose to pay for school visits and are encouraged to take up a school based extracurricular activity, for which they are not charged.

Children who have been identified as being Pupil Premium in nursery are offered 30 hours. The school fund the additional 15 hours. Any application for a full or partial remission of charges will be considered by the Headteacher.

## Damages and Losses

Parents may be required to meet the cost of breakages, damages and losses where this is a result of their child's behaviour.

## Nursery Wraparound

Nursery parents can apply for extra hours in Nursery (over and above their 15 funded hours) in accordance with the Nursery Policy.

## Lettings

The school makes its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges will be determined annually by the Finance and Future Growth Committee (see Appendix 1) and lettings are agreed in conjunction with Russell Street School Conditions of Hire.

**Where parents are asked to make a voluntary contribution towards the cost of an activity which takes place during school hours or to school equipment or school funds, the contribution will be genuinely voluntary. Pupils of parents who are unable or unwilling to contribute will not be discriminated against.**

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.

## Appendix 1

### Details of Hire Charges

Charges are made for a minimum of one hour and will be assessed to the nearest half hour. Use of school premises after 23:00 will result in additional charges being levied, and use of the premises after midnight will be at double this rate. Please refer to The School for further details ([office@russell-street-school.co.uk](mailto:office@russell-street-school.co.uk))

	<b>Weekday (between 3pm and 6pm)</b>  <b>For extra-curricular classes directly after school and for the benefit of Russell Street School children.</b>	<b>Weekday (after 6pm)</b>	<b>Saturday</b>	<b>Sunday</b>
<b>School Hall</b>	£15 per hour	£20	£20 per hour	£20 per hour
<b>Classroom (e.g. Art room, music room)</b>	£20 per hour	£20	£20 per hour	£20 per hour
<b>WAC building</b>	£22 per hour	N/A	£22 per hour	£22 per hour