

Duddon Saint Peter's CE School



Charging & Lettings Policy

The Governing Body recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

CHARGES

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

- **School journeys in school hours**
The board and lodging element of approved residential activities deemed to take place in school hours.
- **Activities outside school hours**
The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.
- **Individual instrumental tuition**
The cost to the pupil for providing any instrumental tuition not part of normal LA peripatetic provision.
- **Charging in kind**
The cost of materials, ingredients, equipment (or the provision of them by parents) for the following subjects: DT, Science, Art/Craft.
The Governing Body reserves the right to charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product.

Out of School Clubs

These are run by school and all costs are met by charges to parents as follows:-

<u>Before School</u>	7.45am-8.45am (or any part thereof)	£6.00 first child £3.00 sibling/s
<u>After School</u>	3.30pm – 4.00pm (or any part thereof)	£3.00

3.30pm-5.00pm (or any part thereof)	£6.00 first child £4.00 sibling/s
3.30pm-5.30pm (or any part thereof)	£8.50 first child £5.50 sibling/s
3.30pm-6.00pm (or any part thereof)	£12.00 first child £8.00 sibling/s

Where children are/a child is not collected by 6.00pm, an additional charge of £10 per ½ hour (per child) will be made to cover staffing costs.

Should payment of fees remain overdue for more than two weeks, then we reserve the right to withdraw access to the service until settlement has been made in full.

Nursery Fees

All additional hours taken above the 15 hours per week free entitlement will be charged for at a rate of £4.50 per hour. The charges will be calculated on a half-termly basis and must be paid, in advance, by the first Friday of the start of each half term. If payment is not received by this date the hours provided will be reduced to the 15 hours per week Statutory Entitlement.

There will be no refunds in respect of missed sessions due to sickness, holidays or other family occasions as staffing costs are contractual and constant.

Lettings

Charges will be set out in the letting agreement between the school and hirer. The governing body will periodically review these charges, giving the hirer at least one half terms notice of any changes in fees or conditions of hire. The Governing body in conjunction with the school Head Teacher will decide on the process for agreeing if and what school facilities will be let to a 3rd party, the charges to be made and on what terms.

General

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

REMISSIONS

Where the parents of a pupil are in receipt of income support or family credit, the Governing Body will offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Head teacher in consultation with the Chair of Governors.

Date March 2025

Date of review *Spring 2026*