



St Mary Magdalene and Christ Church C of E School  
with  
Christ Church C of E Primary School

# CHARGING POLICY

This policy was:	Written in	June 2017
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At St Mary Magdalene and Christ Church Schools we strive to provide a broad and balanced curriculum for all our pupils. As part of this there are occasions when we may ask for financial contributions from parents to enrich the curriculum or enhance the school community feel, such as the wearing of school uniform. We also want to support parents/ carers in providing our pupils with a healthy lifestyle through participation in sports and eating nutritious food.

The following examples of when we may ask for payments.

### **School Trips**

We aim to provide pupils in all classes, with extensive, interesting and relevant experiences outside the school. We visit a variety of places which add a real-life dimension to the projects the pupils undertake. These may be a walk to the shops, a visit to the local fire station, museums, art galleries and farms. We ask parents to make a contribution towards the cost of these visits otherwise they could not take place. We charge the minimum possible and no child is ever refused a place if parents are unable to contribute the full amount. Money from our School Fund and Pupil Premium is used to support these visits.

If there is insufficient contribution from parents, then trips may have to be cancelled.

### **Residential Trips**

Primary pupils in Year 6 and Year 4 will have an opportunity to take part in Residential Trips. Parent/Carers are asked to pay for these school journeys although there is a grant available to those in receipt of certain Benefits.

Students in secondary phase will also have the chance of residential visits a variety of different countries. Unfortunately, there is no grant available for foreign visits, although we do subsidise the cost of these trips when the delegated budget allows. A proportion of our Pupil Premium fund is used to subsidise the Duke of Edinburgh Award weekends for students in KS4 and KS5.

### **Requests for School Paperwork (as outlined in the Freedom of Information Act)**

Parent/ carers are now entitled to ask for copies of some school documents. If they do require school paperwork, then there will be a small charge to cover the cost of photocopying and paper.

### **School Dinners**

Pupils are able to bring a packed lunch to school or order a hot school dinner. The school dinner menus are all well balanced and healthy, offering high quality food to pupils daily. There is a daily charge for school dinners unless parent/ carers are in receipt of certain benefits, or in KS1.

Parents/carers should enquire at the office or visit [https://www.royalgreenwich.gov.uk/info/200285/about\\_our\\_schools/395/apply\\_for\\_free\\_school\\_meals\\_and\\_other\\_grants\\_for\\_school\\_pupils](https://www.royalgreenwich.gov.uk/info/200285/about_our_schools/395/apply_for_free_school_meals_and_other_grants_for_school_pupils) if they would like to claim free school meals.

## **Fruit**

Every child in the Foundation Stage and Key Stage One is given a piece of fruit daily for free, as part of the 5 a day scheme.

## **Milk**

Pupils in Reception Class have the opportunity to have a third of a pint of full fat milk at school. This is free and will cease when pupils reach 5 years old.

## **School Jumpers and School Bags**

Everyone at each school has a strong sense of belonging to the family of St. Mary Magdalene or Christ Church. This is strengthened by our school uniform policy and we have a small number of items available for parent/ carers to purchase with our old school logo on. Uniform is widely available from Khalsa Schoolwear – Unit 1 Crayford Commercial Centre, Greyhound Way, Crayford, DA1 4HF for online at <https://khalsaschoolwear.co.uk/school/st-mary-magdalene-cofe-primary/> or <https://khalsaschoolwear.co.uk/school/Christ Church-cofe-primary/>

## **Breakages, loses and broken equipment**

There may unfortunately, be occasions when pupils through inappropriate behaviour cause damage to school equipment. On such occasions the parent will be asked to pay for the replacement of these items. Reading books that are sent home must be paid for if they are lost or damaged.

## **Returned Cheques**

If parents/carers pay the school with a cheque when they do not have sufficient funds in their account to support the amount, they will be asked to pay any bank charges that the school incurs.

## **Capitation**

St Mary Magdalene C of E School and Christ Church C of E Primary School are voluntary aided schools. This means that by law the Governing Body is responsible for 10% the costs of maintenance and capital work at the school. This includes maintenance and improvements to the school buildings and assets, as well as updating and purchasing new IT equipment. Therefore, we kindly ask parent/ carers to contribute towards this yearly, we accept payment across the year if you are unable to pay the amount in a one-off payment.

If you have any further queries about any of the charges school makes, please do not hesitate to enquire at our school office.