



Colby School

Charging Policy

Charging Policy

1 Introduction

1.1 All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

2 Voluntary contributions

2.1 When organising school trips or visits, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

2.2 If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.

2.3 The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventurous activities;
- visits to the theatre;
- musical events.

3 Residential visits

3.1 If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education expenses. However, we do make a charge to cover the costs of admission, additional staffing, transport, board and lodging.

4 Swimming

4.1 The school organises swimming lessons for children during Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

5 Extra Curricular Clubs including Breakfast Club and After School Club

5.1 The school offers a range of extra-curricular clubs during the course of the week.

Depending upon the adult running and organising the extra-curricular club, a small charge may be made.

Breakfast Club costs £5 per session.

After School Club costs £5 per session.

6 Refunds

6.1 If there is a surplus for any single activity of more than £5.00 per pupil, the Governors will offer parents the opportunity to request a refund. Any refunds below this amount will be added to the School Fund account for further educational purposes.

6.2 If a trip has to be cancelled, parental contributions will be refunded.

6.3 The full contribution to a class trip will be refunded if a child is absent due to illness, other than for a visit when a non-refundable deposit is required by the trip host company.

6.4 Excess of expenditure will be funded by School Fund.

Last reviewed: March 2025

Next review: March 2026

