MORTON TRENTSIDE PRIMARY SCHOOL
CHARGING POLICY

Introduction
The Governing Body of Morton Trentside Primary School need to ensure that the charges made to parent/carers for activities undertaken in school are justified, open and transparent. To fulfil this obligation, the following is a list of charges that may be incurred throughout the school year.

Charges

School Trips:
The Governing Body recognises that a wide range of additional activities and visits, such as day trips, residential and visiting specialist groups make a valuable contribution towards pupil's personal and social development and are also linked to the National Curriculum Programmes of Study. In order to fund these said activities, it is necessary to ask for a voluntary contribution from parents to help cover the cost. A child will not be excluded from taking part in the activities because his/her parents are unable or not willing to contribute, although the activity would have to be cancelled if there were insufficient contributions made to cover the cost.
The costing of the trip is worked out on the cost of the transport if needed to and from the venue and the cost of the activity this is then divided by the number of children in the class. Packed lunches are requested for the day and if a child is eligible for free school meals a packed lunch can be provided.

School meals:
Hot dinners are provided by an external supplier and delivered to the school daily. The children are offered three options which includes baked potato with a choice of fillings every day. Meals are ordered and paid for directly with the company Impact food. Cost per hot meal is currently £2.30.

School Milk
This is currently provided by Cool Milk. Parent/Carers arrange the optional request for milk direct with Cool Milk. Payment is made direct to themselves so no charge is made by the school.

School Uniform:
Current provider Uniform Direct.
Reading Folders are also provided by Uniforms Direct

Suppliers of all our services are reviewed on a regular basis to ensure value for money for Parent/Carers and none of the above costs have been or will be increased to gain profit for the school.

EYFS
For extra sessions above the 15 hours or 30 hours EYE funding entitlement fees will apply. For private sessions fees also apply at the same rate. All fees are confirmed in writing prior to the sessions being taken and parents/carers are aware of all charges. As from September 2021 non funded additional

hours will be charged at £4.30 per hour. Payment methods are online banking or childcare vouchers and Invoices will be sent out monthly, unless agreed otherwise.

Funding declaration forms (early year's entitlement) and parent contracts must be completed prior to the child starting. Funding declaration forms are given to parents before their child starts and must be completed and returned to the school in order for us to make the funding claim.

Booked sessions will still be charged if not taken unless 24 hours' notice is given. The EYFS Provision cannot give refunds for any session that has been booked but the child does not attend.
Morning Session: 09.00am – 12.00pm
Afternoon Session: 12.30pm – 3.30pm

Before & After School Care
Fees are charged per session in line with contracted hours and bookings made – see webpage for Morton Vikings sessions and prices.
The school will invoice the parent/carer for their child's sessions as per the payment schedule.