

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 educational visits/professional visiting companies.

Voluntary Contributions

When organising schools 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.

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.

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, places of worship
- Sporting activities which require transport expenses
- Outdoor adventure activities
- Visits to the Theatre
- Residential school trips
- Musical events

Residential Visits

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 make a charge but endeavour to subsidise costs to support families. For parents in receipt of state benefits or financial hardship there is the possibility of a payment subsidy. Residential visits are booked via independent holiday companies and, as such, refunds of deposits or full places booked cannot be given, even in the event of non-attendance, as school is liable to pay for places booked in full.

After School Club

Parents register their child/ren to use the After School Club and a termly registration fee is payable. Sessions are booked in advance on a half termly basis and a charge per session is paid.

Craft/Art/Cooking classes, run as an after school activity make a small charge per child to cover the costs of materials used.

Sports

The school may offer from time to time additional sports coaching after school. A qualified coach, who is not a member of the school staff, would run and organise these sessions. We make a small charge for these sessions, payable in advance for the half term (non-refundable).

Sacramental Programmes

Sacramental Programmes – as part of the Year 3 and Year 6 Catholic Sacramental programmes additional books are purchased for specific children whose parents are asked to contribute to the cost.

Musical Instruments

All children study music as part of the normal school curriculum. We make a charge to parents who wish their child to take part in the Wider Opportunities tuition scheme. Musical instruments for use at school remain the property of the music department at Forest Arts Centre. With agreement of the Music Coordinator/ headteacher, parents will be invoiced for damage, repairs and replacement. Music clubs may be run as an extra curricula activity (i.e. Guitar Club) and deposits for instruments may be requested.

Communication/reprographics

The school adheres to the charges set out by Walsall Council for personal telephone call/ photocopying. However, usage is now very rare. The funds taken for such charges are paid directly into the school budget.

Freedom of Information Act 2000

The school will make charges for information requested under the Freedom of Information Act 2000 for:

- photocopying
- postage and packing
- the costs directly incurred as a result of viewing information

Confirmation of the payment due will be given before the information is provided.

Curricular visits

No charge will be made for curricular visits but a voluntary contribution is accepted from pupils and parents for their participation if they so wish.

Transport and Travel

No payment is required for the transport of pupils or parents for activities within school. The school does not own or lease any vehicles for the purpose of school transport.

Sale of goods

No charges are made to pupils or parents for the provision of goods for curricular purposes.

The school purchases book bags for resale to the parents and carers of the pupils that attend the school. All goods remain the property of St Francis Catholic Primary School until paid in full.

Damaged/misplaced items

The school will charge for lost or damaged items that are owned or leased by the school. A replacement cost will be the original purchase price and not the replacement cost, agreed individually with the Headteacher.

Lettings - The school does not undertake any Lettings of its premises.