

**Our Lady of the Rosary
Charging Policy**

Our Journey

Love God

Others First

Respect All

Persevere to Succeed

Title

Charging Policy

Policy Approval:

November 2025

Policy Renew :

December 2026

The emotional health and wellbeing of all members of Our Lady of the Rosary Primary School (including staff, pupils and parents) is fundamental to our philosophy and ethos. At OLOR we work together to support all individuals to 'be the best they can be'. We acknowledge that in order to effectively promote emotional and social wellbeing in others, it is important that school staff: Have good psychological and physical health. Have positive attitudes towards their roles and feel valued team members, connected to the school community. Have a work-life balance that facilitates recuperation from the school day. Trips and extra-curricular activities are carefully planned to support pupil and staff wellbeing.

Introduction

At Our Lady of the Rosary 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.

Voluntary contributions for activities as part of the Curriculum

When a school trip, visit or workshop activity which enriches the curriculum and educational experience of the children is organised, the school invites parents to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the activity. 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, the child is still allowed to participate fully in the trip or activity as long as parental consent has been given. If appropriate and funds allow, the school may pay a proportion of the costs in order to support a visit. Parents have a right to know how each trip is funded.

Before and After School Clubs

The school runs its own 'Before' (7.45am – 8.40am) and 'After' School Clubs (3.10pm -6.00pm). Parents pay one amount for each session and have to complete all bookings via ARBOR. Sessions can be refunded if cancelled within a certain time frame.

Ad hoc places can be booked via the school office, K Lucas will add the payment to families' accounts.

Parents have the option to pay via tax free childcare vouchers or directly through Arbor.

Extra charges will be incurred if a child is collected after 6pm.

School Nursery

Our Lady of the Rosary has a 26 full-time place Nursery (30 hours). Parents eligible for 30 hours free childcare will make an online application through the childcare service. If successful they will be allocated a code which must be given to the school office. If unsuccessful, parents will receive 15 hours free childcare and will be required to pay £80 a week for the remaining 15 hours. All payments must be made upfront.

Children are able to access a full 6.5 hour school day in Nursery from 8.40am-3.10pm in line with the school day for an additional charge of £3 per day. If parents do not wish to take up the additional half hour a day then parents will need to collect their child at 2.40pm

School Meals

All children in Reception, Year 1 and Year 2 are entitled to a Universal Free School Meal. Any child in Year 3 and above who is in receipt of Pupil Premium funding is entitled to a free school meal. Any child in Year 3 and above who wishes to receive a school meal will make payment to Trafford Council through Arbor.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. Extracurricular clubs such as Choir/Performing Arts are also without charge. There is a charge to parents for individual or group music tuition if this is not part of the National Curriculum. This charge is paid directly to Trafford Music Services who provide the service on site. We give parents information about additional music tuition at different times throughout the year. The introduction of an instrument for the annual Wider Opportunities Project is funded by the school.

Swimming

Our Lady of the Rosary organises swimming lessons for Year 3 children and Booster Classes for Key Stage 2 children who cannot swim 25 metres. Lessons take place in school time and are part of the National Curriculum. Transport to and from the pool, provision of a lifeguard/specialist teacher and hire of the pool itself are paid for by the school.

Optional Extra Activities

(Activities which take place wholly or mainly outside school hours and are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education) It is the governors' policy to charge for such activities organised by the school. The basis for calculating the charge will be proportionate for each participating pupil for travel, board & lodging, materials, equipment, entrance fees and insurance. The following is a list of additional activities organised by the school, which require voluntary contributions from parents. This list is not exhaustive.

- residential outdoor adventure activities-Robinwood
- curriculum related school trips
- musical events

Extra Curricular Clubs

It is the governors' policy to charge for such activities organised by the school. Currently the costs are in line with After Club Costs pitched at £6 per session until 4pm.

Activities not run by the School

Organisations acting independently of the school who arrange activities to take place during or after school hours charge parents. Such organisations collect the monies directly.

Residential Visits

Our Lady of the Rosary organises an annual residential visit for Year 5 children. The cost of this trip includes board & lodging, transport, insurance and charges for all activities to be experienced. Sponsorship will be provided for children of families on forms of income support (aligned with free school meals eligibility criteria) or in special circumstances to enable them to take part in residential trip. This is stated clearly on letters and is dealt with discretely and in confidence by the Headteacher. Parents will be given the option of a payment plan to spread the costs of the residential visit.

Homework Books

Each year parents are asked to purchase Homework Books for their child for a small fee. Once purchased they are their own property.

Losses and breakages

The Governors reserve the right to ask parents to pay for the cost of replacing any item such as:

- defaced, damaged or lost books
- replacement reading or homework books
- any item damaged as a result of unsatisfactory pupil behaviour.

Special Needs

The Governing Board confirms that no pupil with special needs or disabilities will be treated any differently than any other pupil. The school will take all reasonable steps to avoid putting children with special needs at a substantial disadvantage.

Review

There will be a regular review of this policy by Governors.