



Charging Policy

Four Oaks Governors are determined to support children and families as far as they are able by keeping contributions to events, visits and residential trips to a minimum and usually at no cost. Historically* school has made no charge for Breakfast Club, extra-curricular activities or school trips. Historically* school has only made a subsidised charge for residential visits and Wraparound after school club.

However, Governors are aware that school budgets are increasingly put under pressure and there may be occasions when school needs to ask for voluntary contributions or charge for services.

The aims of this policy will set out what the school may charge for and/or request a voluntary contribution from parents/carers. Charges will take into account families individual circumstances and families should speak to a member of the school office if they would like support meeting a non-voluntary charge.

If you need any other information or you would like to discuss any other requirements you have, please speak to the school office team.

Curriculum

The curriculum and activities undertaken as part of the National Curriculum in school are at no cost.

Special events, visitors or activities that take place on the school site as part of our planned curriculum delivery are at no cost.

On occasions, parents may be asked for a contribution to help the school cover all or part of a cost if it is for an activity that supplements the curriculum on offer. An example is a theatre production in school to watch a live version of a book the children have read.

Swimming and transport to the swimming baths is free of charge. These take place in school time and are part of the National Curriculum for KS2. Governors consider swimming as an important lifesaving skill and strive to provide swimming lessons for year groups in Key Stage 1 as well as in Key Stage 2. This is fully funded by school.

All children study music as part of the normal school curriculum. We do not charge for this or for the hire of the instruments including when the teaching is provided by a specialist peripatetic teacher. E.g. Guitar in Y4.

However, school may charge for some additional activities such as individual or small group music tuition which is in addition to the core music curriculum.

On occasions when contributions are requested, the cost and what it includes will be clearly shared with the parents or carers in writing and in advance. No child will be excluded if a parent or carer chooses not to make a voluntary contribution.

Voluntary contributions to supplement or enhance the curriculum delivery

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school may invite parents and carers to contribute to the cost.

This may be if the activity is expensive or if the year group has benefited from a high number of activities funded by the school previously. All contributions are voluntary. If school does not receive sufficient voluntary contributions, we may have to cancel a trip. If a trip goes ahead, it may include children whose parents or carers have not paid any contribution. We do not treat these children differently from any others. Usually, the school will have funded a significant proportion of the activity.

Residential visits

Residential visits in school time, or mainly in school time, which are to provide education directly related to the National Curriculum, do not incur any charge for the education expenses although school may ask for a voluntary contribution (see above). School does ask for parents or carers to contribute in full or in part for the cost of board and lodgings. School endeavours to subsidise the residential trips either through providing free transport or contributing to the residential or both. Additionally, staff give their time, including at weekends, to run the residential visits free of charge.

If we cannot raise sufficient funding through voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would be covered in other ways.

Families who would like their child(ren) to join the residential but are concerned about how to pay for their child should speak to a member of the office team or to the class teacher as soon as possible as school may be able to help.

School provides advance notice of residential visits and the cost to enable families to budget. School also offers a voucher system so that family members can buy the child a voucher towards their residential as part of a reward or as a Birthday or Christmas gift. The office can sell these vouchers in £1, £5 and £10 denominations.

Where possible, school also offers a day delegate option for pupils who would like to join the activity but would prefer not to stay overnight. These are provided at a significantly reduced or no cost. For example, Y5 residential to the Catalyst Museum can be taken as an overnight visit or as a day delegate with school funding the extra transport to bring day delegates back to school at the end of day one.

Breakfast Club.

Breakfast Club is run by Four Oaks Primary School and was set up to support families who need an extended school day to help them meet other responsibilities such as work or study and to support good school attendance.

Breakfast Club

- Places are free for pupils in Reception to Year 6 and are subject to availability.
- Nursery children require additional staffing and are charged at £5* per child per session. Booked sessions are charged whether the child accesses the full session or not including if they are absent from school as the staffing will have been provided for them. (**Currently this fee is waived and advance notice of at least 1 term will be given if it is to be applied.*)
- Sessions are from 8.00am to 8.50am and must be booked through the school office.
- Children who do not regularly use their allocated place may have their place offered to

another child. Advance notice will be given to families that they are at risk of losing their place. If you do not need a place for a set period, please speak to the school office as places can be reallocated on a temporary basis and reissued to your child at an agreed time.

Wraparound Club.

Wraparound Club is run by Four Oaks Primary School and was set up to support families who need an extended school day to help them meet other responsibilities such as work or study. The Governors subsidise the cost of the club and currently there is a low charge in place.

Wraparound Club

- £5 per child per session.
- Booked sessions are charged whether the child accesses the full session or not including if they are absent from school as the staffing will have been provided for them.
- Sessions run from 3.20pm to 5.20pm Monday to Thursday and 3.20pm to 4.50pm Friday.
- There is an additional charge of £5 per 15 minutes or part 15 minutes late collection.
- The club is for mixed age groups and is subject to available spaces.
- It includes activities and a light meal. (E.g. toast, crackers and cheese, fruit, biscuits, drinks)
- Please speak to the Office team to discuss your requirements and to check availability.

Little Acorns Nursery and Nursery

Little Acorns caters for children from 2 years old and Nursery from 3 years old. Government funded places for 15 hours or 30 hours are available. Families must apply and provide the code to the school office team.

- Funding for 2-year-olds is via the Liverpool City Council. The office can help you apply.
- All other applications for working parents are via the Childcare Choices website.

If families are not eligible for all the hours that they would like to book, a fee is payable subject to availability.

We do not charge for activities or morning and afternoon snacks. Families are asked to provide nappies, wipes and cream in a named bag.

Little Acorns Nursery and Nursery

- £20 per child per morning or afternoon session or £35 for a full day.
- Booked sessions are charged whether the child accesses the full session or not including if they are absent from school as the staffing will have been provided for them.
- Morning sessions run from 8.45am to 11.45am Monday to Friday
- Afternoon sessions run from 12.30pm to 3.30pm Monday to Friday
- Lunch sessions, covering staffing and activities, are provided free of charge for pupils who attend all day. There is a £1.80 charge for the school meal or a packed lunch can be brought from home at no charge.
- There is an additional charge of £5 per 15 minutes or part 15 minutes late collection.
- Activities and light snacks are free of charge. (E.g. toast, crackers and cheese, fruit, biscuits, drinks)
- Please speak to the Office team to discuss your requirements and to check availability.

To be reviewed in Autumn 2028.

[This policy will be reviewed every three years or sooner if necessary and should be read in conjunction with Northern School Trust Charging and Remissions Policy](#)

**Historically refers to school approach pre-2026.*