



Oldfield Park Junior School

School Trips Payment Policy

	Date	Author(s)	Notes
Drafted	9/16	DG	Formulate policy
Adopted	9/16	FGB	FGB reviewed and agreed
Reviewed	9/17	DG	Increase to £35 – agreed by FGB
Reviewed	9/18	DG	

This policy to be reviewed annually in Term 1

Rationale

Education beyond the classroom offers numerous opportunities for achievement to pupils of all abilities. Educational visits and school trips can raise achievement by boosting self-esteem and motivation. They can develop key skills, social education and citizenship. Such visits can be used to promote education for sustainable development and environmental protection, as well as health and fitness. Educational visits have an impact not easily achieved through other means but there must be clear aims and objectives and organisational procedures to ensure safe practice.

School Trip Policy

- Each class/year group will endeavour to organise an educational visit, trip or activity linked to each theme.
- Each class/year group will have at least three visits, trips or activities during the academic year.
- Parents/Carers will have at least two weeks' notice regarding any proposed trip.
- A one off fee of £35 per child will cover the cost of all planned trips throughout the year.
- The fee can be paid all at once or in instalments.
- At three intervals during the year there will be an expectation that a certain amount will have been paid. These are Christmas £15, end of Term 3 £25 and all the full amount of £35 must be paid by end Term 4 (Easter).

At the end of each year a breakdown of costs of each trip and year group will be produced and circulated to the FGB and available to parents/carers upon request.

This policy will be agreed by the FGB each academic year and the cost will be reviewed given the possible increase in costs (i.e. entrance fees, coaches etc.).

Each individual trip will be organised by staff following the guidelines as highlighted in the Staff Handbook and EVC policy.