



Charging Policy

Initiated by: SMT
Approved by: Governors/SMT
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Distribution: SMT/TLR's/All relevant staff

Signed:  Chair of Governors

Signed:  Head teacher

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

Voluntary contributions

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

The 1988 Education Reform Act draws a distinction between the term `charges`, which are considered to be an obligatory cost and voluntary `contributions` which are self-explanatory.

Subsidies from various sources e.g. Charity Fund, voluntary organisations, will be considered to cover deficits. Surplus finance will be used via school private fund for the benefit of the children.

Whenever possible, the school will give sufficient notice to allow Parent/carers to pay by instalments.

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 may require voluntary contributions from parents. These activities are known as `optional extras`. This list is not exhaustive:

- visits to museums
- sporting activities
- outdoor adventure activities
- visits to or by a theatre company
- school trips
- musical events
- transport to off-site visits

Residential visits

If the school organises a residential visit in school time, in which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do make a charge to cover the costs of board and lodging.

Swimming

The school may organise swimming lessons for key stages. These will take place in school time and are part of the National Curriculum. We therefore make no charge for this activity. We inform parents when these lessons are to take place.

Damage/Loss to property

In cases of willful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Head teacher, in consultation with the Chair of the Governing Body, may decide it right to make a charge. Each incident will be dealt with on its own merit and at their discretion.

Lettings

The school will make its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges is determined by the Finance Committee and form part of our separate Lettings policy.

Implementation of the policy

Our school will manage implementation of this policy with the support and guidance of the Local Authority.

General

This policy and its intentions will always reflect the present and future needs of all stakeholders and to support this we are always open to suggestions for changes and alterations of and to any specific individual provision / requirement to ensure full access to all.