

Oak Hill C of E Primary School

Charging Policy

This policy was written in consultation with staff and governors

Agreed by Governors 8 July 2019

Review Date: July 2021



CHARGES FOR SCHOOL ACTIVITIES

The school wishes to provide for all pupils the best possible educational opportunities available within the funds allocated by the Education Authority. The law states very clearly that education during normal school hours is to be free of any compulsory charge to parents/carers. The school warmly endorses that principle and is committed to uphold the legal requirements.

It is recognised, however, that many educationally valuable activities have been and will continue to be dependent on financial contributions in whole or in part from parents/carers. Without the financial support, the school would find it quite impossible to maintain the quality and breadth of the educational programme provided for pupils. The school's concern is to keep financial contributions to a reasonable minimum and to ensure as far as possible that all children are able to take part, irrespective of their circumstances.

The law recognises that charges may be made to parents/carers in certain defined circumstances – provided that each school has identified the activities for which charges will be made and has explained the basis on which charges may be reduced or waived for certain pupils. The Governing Body of Oak Hill Primary School has decided that until further notice its policy will be as follows:

1. Day Visit

For visits occurring during school time the school will invite a voluntary contribution from parents/carers to meet costs. Parents who are receiving Universal Credit may have their contribution reduced on application to the Head Teacher. Pupil Premium funding may be used to subsidise school trips for eligible children.

For visits outside school time parents/carers will be charged for all allowable costs (see Appendix A).

2. Residential visits during school time

Parents/carers will be expected to meet the costs of children's board and lodgings, except in cases where parents/carers are receiving Universal Credit. In addition the school will invite voluntary contributions from parents/carers to meet other allowable costs (see Appendix A).

3. Residential visits outside school time

Parents/carers will be charged for the full costs of the visit, including all allowable costs (see Appendix A) and board and lodging. Parents/carers who are receiving Universal Credit may have their costs reduced on application to the Head Teacher. Pupil Premium funding may be used to subsidise school trips for eligible children.

4. Any visit required because of recognised public examinations, the National Curriculum or the law on Religious Education.

As for 2.

5. Classroom Materials.

No charge will be made for materials or equipment. However for certain practical activities (Technology, Cookery, etc) parents/carers may be invited to provide materials or ingredients on a voluntary basis. Where parents/carers would like to possess the finished product, the school reserves the right to charge the cost or require the supply of the necessary materials.

6. Swimming Activities

As part of the National Curriculum, swimming lessons are provided by the school. The school will invite voluntary contributions from parents/carers allowable costs (see Appendix A).

7. Extra curricular activities

Occasionally the school will arrange for extra curricular activities that are run by outside agencies. Parents/carers are expected to pay the full costs to the agencies involved. No subsidies are available for such activities. Some other extra-curricular activities may often involve costs to school e.g. cookery club; parents will be invited to provide a monetary contribution for these activities.

APPENDIX A

Allowable costs include:

- a) The pupil's travel and subsistence costs.
- b) Materials, books, instruments and other equipment.
- c) Non-teaching staff.
- d) Costs of teaching staff where separately engaged under contract for services for the visit or activity.
- e) Entrance fees to museums, castles, theatres, etc.
- f) Insurance costs.
- g) Related activities.

General

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend on voluntary contributions, but once it has been decided to run such an activity, no qualifying child will be excluded because a voluntary contribution has not been made on their behalf.