



## **Charging Policy**

Approved: Spring 2017

We recognise the valuable contribution that the wide range of additional activities including, trips, clubs and residential experiences can make towards pupils' education. We aim to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

We believe that all of our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents'/carers' financial means.

This policy describes how we will do our best to ensure a good range of visits and activities are offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

Education during school hours is free.

### **Educational Visits**

From time to time school visits or trips are arranged to support children's learning and they are an important part of the school curriculum. The cost is always carefully considered before parents are asked to contribute.

We try to ensure that minimal costs are involved.

The school sets aside money from the delegated budget to subsidise the cost of educational visits and school journeys. We will agree to subsidise for the following reasons:

1. Educational visits are an important part of the school curriculum and children's learning
2. The school has high numbers of pupils eligible for free school meals
3. The school is situated in an area of high deprivation
4. Research shows that families do not travel far from home
5. A significant number of our families have more than 2 children at the school at any one time

If a parent is unable to donate money towards a day trip or pay the full cost for school journey, the Head Teacher or Home School Liaison Officer:

- Meets with the parent to find out why they cannot fund the trip
- Asks if the parent would like to contribute a smaller amount
- Sets up the facility for parents to pay in instalments
- Agrees an amount together or agrees to fully subsidise the place.

The school asks for a contribution of £3 per trip. If the amount collected exceeds the cost of the trip any extra funds are used to subsidise other trips. Contributions towards the cost of

school-time activities are to assist with funding, subject to the following conditions:

- Any children of parents who do not wish to contribute will not be treated any differently.
- Where there are insufficient contributions to make the activity viable, the activity will be cancelled.

Other charges:

- Breakfast club: a charge of £1 per day will be made for breakfast club. This charge contributes to the cost of food and towards childcare costs during this time.
- Damage or Loss of Equipment:
  - a charge will be made for lost reading books which will be charged at the cost it takes to replace them.
  - a charge may be made for damage caused by a pupil at the discretion of the Head Teacher.