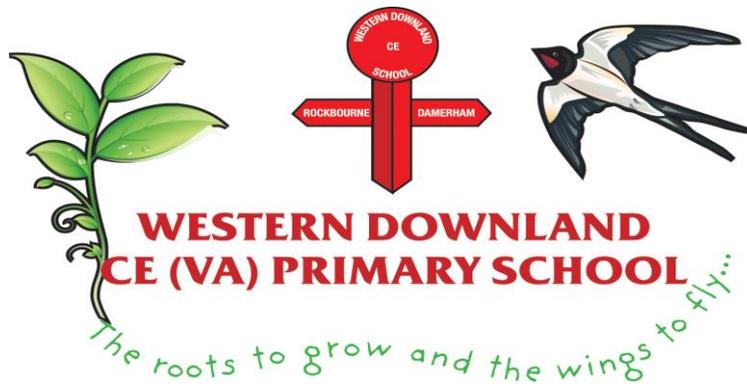


WESTERNDOWNLAND C.E. PRIMARY SCHOOL

In partnership with parents we aim to provide:

The roots to grow and the wings to fly

WESTERN DOWNLAND C. of E. (V.A.) PRIMARY SCHOOL



Charging Policy

Reviewed: June 2016

Next Review: July 2018

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Charging Policy

Western Downland C.E. Primary School believes that all our pupils should have an equal opportunity to benefit from school activities and visits independent of their parents' financial means.

The Law says:

If the activity cannot be funded without voluntary contributions the parents will be notified of this from the outset.

No child will be excluded from an activity because parents are unable to pay.

If insufficient contributions are raised, the trip or activity may have to be cancelled.

If a parent is unwilling or unable to pay their child will be given an equal chance to go on the visit.

This policy identifies:

- i) activities for which charges will not be made
- ii) activities for which charges will be made
- iii) activities for which charges will be waived

Definitions:

- Any activity that is required as part of the National Curriculum is regarded as “**education**”.
- Any activity that enhances the wider learning experience and opportunities for pupils is regarded as “**enrichment**”.

1 No charges will be made for

1.1 Education provided during school hours (including the supply of materials, books, instruments or other equipment);

1.2 Education provided outside school hours if it is part of the National Curriculum;

1.3 Education provided on any trip that takes place during school hours;

1.4 Education provided on any trip that takes place outside school hours

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- a. If it is part of the Primary National Curriculum
- b. If it is part of the school's basic curriculum for religious education;

1.5 Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip;

1.6 Representing the school individually or as a member of a team.

1.7 Transport provided in connection with an educational trip.

2 Charges and/or voluntary contributions will be made for

2.4 Non-residential activities (other than those listed in 1 above) where the majority of the time spent on that activity takes place outside of school hours. (Time spent on travel counts in this calculation if the travel itself occurs during school hours).

2.5 Board and lodging costs of residential activities deemed to take place during school time. The charge will not exceed the actual cost.

2.6 Residential trips deemed to take place outside school time (other than those listed in 1 above).

2.7 School trips, visits or visitors which enrich the curriculum and educational experience of the children. These activities are "optional extras".

2.8 Employment cost of professional coaches and teachers for voluntary enrichment activities outside the National Primary Curriculum.

2.9 Music Tuition for individual or group music tuition that is not part of the National Curriculum. The cost for peripatetic instrumental tuition is revised annually and parents informed of the costs before agreeing to make an annual commitment to tuition as the school has to make the same commitment to the Hampshire Music service. There will be reimbursement of costs for lessons where the school cancels the lesson but not if the pupil is absent.

3 Residential Visits

3.4 Parents will be notified at outset of the policy for allocating places on any proposed visit.

3.5 In or out of school definition. If the number of school sessions on a residential trip is equal or greater than 50% of the number of half days spent on the trip it is deemed to have taken place during school hours.

The school day is divided into 2 sessions.

A half day means any period of 12 hours ending with noon or midnight on any day.

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4 Other Voluntary Contributions

- 4.1 Where children are making a product which will be taken home e.g. cooking, then the school may ask the pupil to provide the ingredients for that product.
- 4.2 The School may seek a contribution from parents towards the costs unnecessarily incurred by the school as a result of damage.

5 Remissions

- 5.1 In order to remove financial barriers from disadvantaged pupils, some activities and visits where charges can legally be made, will be offered at a reduced or no charge to parents in receipt of specific state benefits.
- 5.2 Disadvantaged pupils in other circumstances may apply for assistance from the School Benefice Fund. Grants and loans from the Benefice Fund will be made at the Headteacher's discretion. For clarification of qualifying criteria or to make an application for remission of charges, parents should contact the Headteacher.