

Wootton Wawen Cof E Primary School

CHARGING POLICY

TYPE: statutory

Date approved: Jan 2015

Date for review: Jan 2018

Committee: Resources

Purpose

The purpose of the policy is to ensure that during the school day, all children have full and free access to a broad and balanced curriculum.

What was consulted?

The Policy has been informed by *A Guide to the law for School Governors Chapter 18.the Education Act 1996sections 402,450-458,460 .DES circular2/98 and the Education regulations 1999.*

Relationship to other school policies

The policy complements the school's Equal Opportunities Policy, and the Teaching and Learning Policy.

Roles and responsibilities of Headteacher, other staff, governors

The Headteacher will ensure that the following applies:

During the school day

All activities that are a necessary part of the National Curriculum plus religious education will be provide free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charges made for teaching an individual pupil or groups of up to four pupils to play a musical instrument. Unless the teaching is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), we will make a charge.

Voluntary Contributions may be sought for activities during the school day which entail additional costs, (for example swimming, educational visits, visiting groups/workshops, ingredients for cooking etc).

In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution.

Annual contributions of £30 per family are requested to support the school fund.

Optional activities outside of the school day

We will charge for optional, extra activities provided outside of the school day, such as:

Art club. Such activities are not part of the National Curriculum or Religious Education nor are they part of an examination syllabus. These charges can be subsidized by the Parents' Association and the School Fund

Residential

Full Charges will be made for board and lodging, except for pupils whose parents are in receipt of Income support, Family Credit, Disability Working Allowance or an income-based Jobseeker's Allowance. These parents may seek support from the school in meeting the costs.

Calculating Charges

When charges are made for any activity, whether during or outside the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't. Support for cases of hardship will come through voluntary contributions, Pupil Premium and fundraising.

Parents who would qualify for support are those in receipt of Income Support, Family Credit, Disability Working Allowance and an income-based Job-seekers' Allowance.

The income based principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

Arrangements for monitoring and evaluation

The Finance Committee of the governing body will monitor the impact of this policy by receiving on a termly basis, a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies.

This policy was reviewed by the Finance committee in January 2015 and agreed by the Governors in March 2015.

The next review will be January 2018

Signed: M. Jones