



## CHARGING POLICY

The Education Reform Act recognises the principle of free school education whilst enabling charges to be made for certain activities.

The governors and staff are committed to the principle of high quality education being provided free of charge.

Budgetary restrictions however, are such that there are activities of sound educational value which cannot be funded by the school alone.

This policy sets out when and why contributions and charges will be requested of parents.

### AIMS

To promote a wide range of activities as part of a broad and balanced curriculum and as additional activities.

1. Charges will not be made for any activities which are in fulfillment of National Curriculum requirements.
2. We undertake to inform parents in advance of any charges or voluntary contributions required. If charges are made, or voluntary contributions requested, these would be no more than the actual cost of providing the activity, divided by the number of pupils taking part.
3. Whenever contributions are requested, it will be made clear to parents that the contributions are voluntary.
4. No pupil will be left out of an activity because his or her parents cannot or will not make a contribution.
5. Parents will be made aware that, without sufficient contributions, the activity may not be able to take place.
6. Arrangements are in place to cater for families unable to make a contribution. Requests for support will be viewed sympathetically and confidentially, in consultation with two members of the management team (including the Head) and provided within the limits of the school's budget. Complete confidence will be observed in such matters. Financial accounts will be kept in accordance with HCC regulations.
7. Parents will be asked to pay for, or towards the cost of, making good damage to school's property, eg defaced book, broken window where this is the result of the child's behaviour/negligence.
8. The school will charge up to the statutory maximum fee allowed for data protection requests.

**Residential Visits**

Parents will be asked to pay for the full costs of residential visits and associated activities and may be asked to contribute to the cost of travel.

**Instrumental Tuition**

The Governors will charge for music tuition given by peripatetic music teachers. Should children be entered for public examinations as a result of this tuition, parents will be responsible for paying the relevant fees.

**Educational Visits within School Hours**

Voluntary contributions will be requested to secure the viability of the activity.

**Photographs, Certificates and other sundries**

Whenever opportunities arise to purchase such items, parents will be informed that they are under no obligation to buy.

**Materials**

Contributions towards the cost of materials for items produced eg in Design and Technology work, may be requested if the child wishes to take the item home.

**Book Bags/PE Bags**

A charge will be made to cover the cost to school.

Agreed at Governors’ Resources – May 2017

Signed .....  
Chair of Resources

## Appendix A

- Payment for activities/music tuition will be requested and made in advance of the activity/tuition.
- Music charges will be £210.00 per year payable in three installments as follows:

£70 Autumn term

£70 Spring term

£70 Summer term

- (a minimum total of 30 lessons per year, size of group to be agreed with teacher/school)
- Arrangements for hire of instruments are the responsibility of parents via a separate agreement. Currently violin may be rented from school at £25 per term. Size of instrument may be exchanged as child grows. After five terms rental, the instrument becomes the hirer's property. Keyboards are provided in school for lessons, however parents will need to purchase a keyboard for practice at home.
- In exceptional circumstances, families may be assisted with financial support towards the cost of music tuition, ie where a family receives Family Credit. This is at the Head's discretion, in consultation with another member of the management team.
- If a child ceases to have tuition at the parents' request, the whole of the remaining fees for the year will be requested.
- Charges are reviewed annually by the Governors' Resources Committee.