

# **Federation of Eileen Wade and Milton Ernest C of E Primary Schools**

## **Charging Policy**

**Working Together, Aiming High, Shining Brightly**

***Let your light shine before others***  
**Matthew 5:16**

|                             |                             |
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| <b>Governors Committee:</b> | <b>Full Governing Board</b> |
| <b>Ratified:</b>            | <b>2 Dec 2021</b>           |
| <b>Next date of Review:</b> | <b>Autumn 2022</b>          |

# Federation of Eileen Wade and Milton Ernest C of E Primary Schools

## Charging Policy

### Rationale

At this school we aim to provide high quality education for all of our children. Our budget is allocated to ensure the best possible staff, resources, buildings and grounds. We also want our pupils to experience an enriched curriculum and plan many activities throughout the year to enhance their learning. As a state maintained school all education during school hours is free and we do not make a charge for any activity undertaken as part of the National Curriculum.

### Charging Policy

The governors endorse the guiding principles contained in the Education Reform Act 1996, in particular that no child should have his/her access to the curriculum limited by charges.

### Voluntary Contributions

Activities organised by the school to enhance our curriculum work may include visits, visiting theatre groups, musical performances, workshops, sports and topic related experiences. These activities often incur a cost to the school. In some instances, such activities are paid for, or subsidised by, school funds or PTA funds.

In some circumstances however, the school may ask parents to make a voluntary contribution towards these costs. If insufficient money is collected from parents, it may be necessary to cancel the event and refunds will be made.

If the activity does take place it may include children whose parents have not made a contribution. Such children will not be excluded or treated differently from those whose parents have made a contribution.

### Charging

Charges may be made for the following:

- Activities or trips which take place **mainly or wholly outside** of school hours (unless they are a necessary part of the National Curriculum, Religious Education or an essential part of a syllabus for an approved examination).

For activities which take place "outside" school hours, the following items may be charged:

- Travel costs
- Insurance costs
- Materials, books and equipment
- Non-teaching staff costs
- Entrance fees
- Tuition by external providers
- Individual or small group music tuition which is provided by the Local Authority or teacher who is not employed by the school for this purpose.
- Lunchtime, before and after school clubs.

However, if a family is experiencing financial difficulties and the Head teacher feels that it is important for a child to attend a particular club, then each case will be considered on its own merit and any charge may be waived.

### **Breakages**

In cases of willful damage to equipment, breakages, loss of school books or equipment on loan to pupils the Head teacher, in consultation with the Chair of the Governing Board, may decide to make a charge. Each incident will be dealt with on its own merit and at their discretion.

### **General**

The Governing Board may, from time to time, amend the categories for which a charge may be made. The Governing Board reserves the right to review the Charging and Remissions Policy as necessary.

### **Remissions Policy**

Where the parents of a pupil are in receipt of state benefits which would entitle their child to receive pupil premium funding, the Governing Board will, where financially possible, contribute toward the cost of board and lodging for any residential activity, visits, costs of clubs and other activities that may be viewed as beneficial to the needs of that particular pupil.

In other circumstances the Governing Board will invite parents to apply in confidence to the Headteacher for the remission of charges in part or full.

The Head teacher in consultation with the Chair of Governors will make authorisation of payment

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