

# Charging Policy

## INTRODUCTION

This document is a statement of the aims, principles and strategies in respect of charging for School Activities.

## AIMS

The Governing Body recognises the valuable contribution that the wide range of additional activities, including excursions, residential experiences and clubs can make towards personal and social education and aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the School and as additional optional activities.

## CHARGES

1. The school will not levy any charges for routine activities which occur wholly or mainly within school hours.
2. The financing of special educational visits of a specific or general nature that take place whether in or out of School but within the School timetable, will rely entirely upon voluntary contributions from parents.
3. The School will cancel any planned venture if the uptake is insufficient and therefore, financially not viable.
4. No child will be disadvantaged or excluded from any activity because parents refuse or are unable to make a voluntary contribution. However, parents and carers must be made aware of the fact that activities may not take place if insufficient contributions are made.
5. When activities that do require extra financing are planned, parents will receive advance notice of the event including details of voluntary contributions.
6. The School will, when advertising a specific activity, request parents to signal their intention, usually on a pro-forma, whether or not they wish their child to participate and whether or not they are willing to make a voluntary contribution.
7. In the event of the visit being of a one day duration, pupils in receipt of school meals will be provided with packed lunches.
8. The School will maintain detailed records of income and expenditure in respect of all educational visits.
9. No charges will be made for educational activities that occur outside school hours when such activities are part of the school's statutory duties regarding the delivery of the National Curriculum.
10. Residential activities may take place during school time or out of school hours. Parents will always be given options to pay for these visits in instalments.
11. Extra-curricular activities will be charged at an appropriate rate.
12. There is a charge of £2 per day, per child, attending Breakfast Club.