

## Policy on Charging for School Activities

This policy statement formulated by the Governing Body conforms to guidelines laid down by the Department for Education.

### 1. Activities during school hours which are part of the curriculum

- **Day Trips**

The whole class or group will participate. Contributions are **voluntary** to cover the cost. No child will be excluded if the parents are unwilling or unable to contribute, but without sufficient voluntary contributions the event would be unlikely to go ahead and the education value of it lost to the whole group.

- **Entertainment in School**

As above.

- **Ingredients and materials**

Ingredients and materials needed for practical subjects such as home economics, art and DT. Parents will be notified when a class will be involved in a practical activity requiring costly materials. Parents will be charged for the cost of these materials if they wish to receive the finished product.

- **Music Tuition**

The private instrumental teachers charge parents directly. The teachers from the County Music Service are not paid directly. The school is invoiced for their services and this cost is passed on to the parents. None of our music lessons bring profit to the school.

- **Travel**

Parents will not be asked to contribute to the cost of travel to regular activities which form part of the curriculum such as swimming. They may however be asked to contribute when a child takes part in a special activity or function such as a music festival or sports matches.

- **Residential Trips**

The residential trips currently organised by the school are of a type deemed under the regulations to take place mainly within school hours. Board and lodging will be charged for except in the case of families in receipt of Income Support, Income Based Jobseeker's Allowance, an income-related employment and support allowance, Support under part VI of the Immigration and Asylum Act 1999, Child Tax Credit where the parent is not entitled to Working Tax Credit or those on Guaranteed State Pension Credit who should make special application in confidence to the Headteacher.

The cost of travel, entrance fees, educational activities, insurance and staff expenses will be covered by inviting voluntary contributions from parents. No child will be excluded if the parents are unwilling or unable to pay but without sufficient voluntary contributions the trip is unlikely to go ahead.

The regulations allow for a trip to be subsidised by fundraising activities within the school or for contributions to be sought to cover the cost of children from low income families. The Joanna Scott Foundation has been identified as a registered charity which can make grants to people who are in financial need and are resident in the charity's geographical area of benefit. Pupil Premium funding may be used to support pupils who are either currently eligible for free school meals or have been over the last 6 years (i.e pupils eligible for Pupil Premium).

### **Refunds Policy**

If an educational visit or activity has to be cancelled parental contributions will be refunded. If parental contributions exceed the total cost of an educational visit or activity the opportunity to request a refund will be offered, if excess is over £5 per child. Excess income less than £5 per child will be paid into School Fund account for further educational purposes. Excess of expenditure will be funded by School Fund account.

## **2. Activities outside school hours**

These activities are optional. When the child's participation has been agreed in advance by the parents, a charge will be made to cover all the costs involved for the individual child. Again such an activity could be subsidised from fund raising within the school.