



POLICY FOR THE CHARGES FOR SCHOOL ACTIVITIES

Legislation allows schools to charge for certain activities, which take place both inside and outside, school hours (covered by the Education Act of 1996).

The basic principle is that education for registered pupils should be free of charge if it:

- i. Takes place in school hours (i.e. the hours when the school is in session not counting the midday break) or
- ii. Is outside the school hours but it is required as part of the National Curriculum or part of the statutory religious education.

The exception is:

A charge can be made for individual tuition in a musical instrument even if within the school hours, except where it is part of the syllabus.

1. VOLUNTARY CONTRIBUTIONS

Voluntary contributions can be requested for any of the school's activities. There is no obligation to pay and no pupil will be excluded from the activity on the grounds that no contribution has been made.

2. EDUCATIONAL VISITS

After approval has been granted for a visit and costing has been calculated a letter setting out the details of the visit e.g. date, activity, location, cost to parents etc. will be sent home to all parents/carers. This letter will make it clear that no child will be excluded from taking part if a contribution is not made on their behalf. However it will also be made clear that if insufficient funds are not collected the trip may have to be cancelled and in this case all payments received will be refunded.

3. MATERIALS

A contribution may be requested in respect of ingredients or materials used for projects where an item is to be retained by the child. The amount payable will be advised in advance of the item being sent home.

4. RESIDENTIAL VISITS – YEAR 4 LEESON HOUSE

As this visit takes place mainly outside of school hours, we can request a non-voluntary fee. However, we would try to ensure that no child is excluded because their family is not able to afford the whole amount. Information regarding costing will be sent home in good time before the visit to allow time to save for the visit. Payments by installments can also be arranged.

5. BREAKAGES

The governors reserve the right to ask parents to pay for any damage to the school property or equipment where this is a result of the pupils' behaviour.

6. INSTRUMENTAL PERIPATETIC MUSIC TUITION

The cost of the tuition will be charged to parents

7. BREAKFAST AND AFTER SCHOOL CLUB

Attendance at Breakfast and After School Clubs run by the school are chargeable and will be invoiced monthly according to sessions attended.

8. EXTRA CURRICULAR ACTIVITIES

Lunchtime and afterschool activities run by teaching staff are free (although clubs using consumables may incur a charge to replenish stocks or pay for special software in the case of ICT). After school clubs run by outside agencies will carry a charge. This is set by the agency running the club.

9. SPECIAL VISITORS/EVENTS IN SCHOOL TIME

Voluntary contributions may be requested for special visitors or events. This will be agreed by governors on a case-by-case basis and will be dependent upon the school's financial status at the time.

There is no obligation to pay and no pupil will be excluded from the activity on the grounds that no contribution has been made. However if sufficient funds are not raised the activity/event may have to be cancelled and contributions, in this instance, will be returned.

10. SCHOOL UNIFORM

School uniform is sold in school and is charged for under a no profit remit.