

SIDDINGTON C of E PRIMARY SCHOOL & KEMBLE PRIMARY SCHOOL



Charging Policy

Members of staff responsible	Ian Smith
Date agreed with staff	NA
Date discussed with pupils	NA
Date approved at Governing Body	Monday
Frequency of policy review	Annual
Date next review due	September 2017

Document Version Control

Issue Number	Issue Date	Summary of changes
1.0	June 15	New policy
1.1	Oct 16	Added front sheet and updated charges

Charging Policy for Siddington CE Primary School & Kemble Primary School

The school wishes to provide for all pupils the best possible educational opportunities available within the funds allocated by the Education Authority. The law states that education during normal school hours is to be free of any compulsory charge to parents and the school warmly endorses that principle and is committed to uphold the legal requirements.

However, many educationally valuable activities have been and will continue to be dependent on financial contributions in whole or in part from parents. Without this financial support, the school would find it quite impossible to maintain the quality and breadth of the educational programme provided for pupils. The school's concern is to keep financial contributions to a reasonable minimum and to ensure as far as possible that all children are able to take part, irrespective of their circumstances. If we do not receive sufficient voluntary contributions we may cancel the activity. If an activity goes ahead it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

The law recognises that charges are made to parents in certain circumstances. The Governing Body of Siddington CE Primary School and Kemble Primary School has decided that until further notice its policy will be as follows:

1. Day Visits, visitors to the school, special events and swimming lessons

For visits and events occurring during school time the school will invite a voluntary contribution from parents to meet costs. The current cost of swimming is £2.75 per lesson. If contributions do not cover the cost of the activity then it will be cancelled.

2. Residential Visits and visits outside school time

For visits outside school time parents will be charged for all allowable costs*. For residential visits parents will be charged for the full cost of the visit, including all allowable costs* and board and lodging. Charges may be reduced for children whose parents make application to the headteacher.

* Allowable costs include

- (a) The pupil's travel and subsistence costs;
- (b) Materials, books, instruments and other equipment;
- (c) Non-teaching staff;

- (d) Costs of teaching staff where separately engaged under a contract for services for the visit or activity;
- (e) Entrance fees to museums, castles, theatres etc;
- (f) Insurance costs.

Parents in receipt of free school meals are entitled to remission of the charge of board and lodging.

3. Classroom Materials

No charge will be made for materials or equipment. However, for certain practical activities (technology, cookery, etc.), parents may be invited to provide materials or ingredients on a voluntary basis. Where parents would like to own the finished product, the school reserves the right to charge the cost or require the supply of the necessary materials.

4. Breakages and Damages

The Governors reserve the right to ask parents to pay the cost, in whole or in part, of replacing any item such as:

- broken windows;
- defaced, damaged or lost text books;
- replacement reading or library books;
- damage to premises;
- any item damaged as a result of unsatisfactory pupil behaviour.