



CHARGING POLICY

This policy is drawn up in accordance with the requirements of Section 457 of the Education Act, 1996 as amended by Section 200 of the Education Act 2002.

There are four principles underlying the provisions on charging:

1. That education in schools should be free.
2. That activities offered wholly or mainly during normal school teaching time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost.
3. That there is no statutory requirement to charge for any form of education, but that schools have the discretion to charge for optional activities provided wholly or mainly out of school hours.
4. That schools have the right to invite voluntary contributions for the benefit of the school, or in support of any activity organised by the school, whether during or outside school hours.

Governors at Carclaze are required to produce a policy on charging, which may be more or less generous than the Children's Services Authority (CSA) policy providing they meet the requirements of the law.

Main points of Charging Policy

1. Optional trips wholly or mainly (see definitions below) outside school hours will be charged at full cost.
2. Trips wholly or mainly (see definitions below) during school hours may be funded by voluntary contributions. NO child may be excluded from such a trip because the parents are unable or unwilling to pay a voluntary contribution. However if there are not sufficient voluntary contributions the school may decide to cancel the trip.
3. Board and lodging costs on residential trips will be charged except to those parents who request assistance and are in receipt of income support, income based jobseeker's allowance (not contribution based), income -related employment and support allowance (not contribution based), child tax credit (CTC) with an annual income of no more than £16190, support under part VI of the Immigration and Asylum Act 1999, guarantee element of State Pension Credit. Please note if a parent is in receipt of Working Tax Credit (WTC) they do not qualify even if their annual income is below £16190. The school can provide further support to parents who receive Income Support or other benefits for residential trips from the 'Give it a Go' funding, whilst this is available to the school, on a discretionary basis between the parent and the school.

4. Individual tuition in the playing of a musical instrument by a teacher employed by the CSA in or out of school hours will not be charged for. However where tuition or ensemble activities are provided by external agencies and peripatetic teachers a charge may be made to pupils concerned.

5. The school must be prepared to provide any ingredients, materials, equipment needed for the delivery of the curriculum. Parents who are willing to contribute in cash, or in kind, can be encouraged to do so on a voluntary basis. The school may charge for, or invite parents to supply, ingredients, materials and equipment if parents have indicated in advance a wish to own the finished product.

6. The school may make charges for breakages and damage to property.

Definitions

The most important definition concerns whether an activity takes places within, or out of, school hours.

If the number of school sessions missed by the pupils is less than 50% of the number of half days taken up by the activity, the activity is deemed to take place outside school hours. If the number of school sessions is 50% or more of the number of half days, the activity is deemed to take place during school hours.

Numbers of half days, or of school sessions, are to be rounded up as follows:

Where 6 or more hours in a half day is spent on a residential visit the whole of that half day counts as having been spent on the visit; where half or more of a school session is devoted to a residential visit the entire session counts as having been spent on the visit.

Review

This policy will be reviewed annually and amended as necessary.

Date of this policy: October 2017

To be reviewed: October 2018