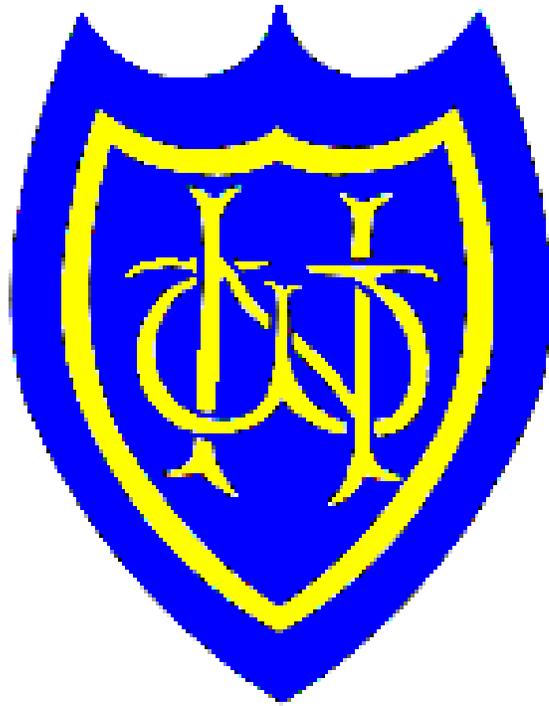


# **Northway Primary & Nursery School**



## **Charging Policy**

## **Charging Policy for School Activities**

### Introduction

There are a variety of situations and activities where charging for school activities may or may not be appropriate. This policy statement will take account of each type of activity that can be charged for, and explain when charges will be made.

### Basic principles

No charge can be made for education during school hours. The definition of 'education' includes materials, equipment and transport provided in schools hours by the school to carry pupils between the school and the activity. 'School hours' are those when the school is actually in session, and do not include the break in the middle of the day.

### Music Tuition

Although the law states that all education provided during school hours must be free, music lessons are an exception to this rule. Charges may be made for tuition in playing a musical instrument, provided that the teaching is not an essential part of the National Curriculum.

### Voluntary Contributions

School trips, visits and practical activities enhance the pupils' learning and broaden their knowledge and experience. These are undertaken with the voluntary contributions of parents. No pupil will be excluded from an activity because his or her parents cannot or will not make a voluntary contribution. The opportunity to pay in instalments will be offered to parents who wish to pay in this way.

However, it must be acknowledged that the School Fund used to support school visits and activities is limited and that some activities cannot be funded without voluntary contributions.

### Residential Visits

With regard to residential visits, an expression of interest will initially be sought in order to determine the potential costs involved and whether the visit will be able to go ahead. Once an expression of interest is received, it will therefore be expected that parents are willing to make the contribution required as well as the fee for board and lodging.

Parents of children attending residential visits will be charged for board and lodging (the charge will not exceed the actual costs). Parents will then be asked for voluntary contributions towards any other costs e.g. visits whilst on the residential visit.

Parents who can prove that they are in receipt of certain benefits will be exempt from paying the cost of board and lodging for the residential visit.

Please note that the School Fund subsidises all staff costs as well as cover costs whilst staff are away supporting residential visits and that these costs are not part of the final cost requirements from parents. In cases of financial difficulty parents should contact the Headteacher.

Where insufficient voluntary contributions are raised to fund a residential visit, and the shortfall cannot be made up, then the visit will be cancelled.

### Breakages

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the head teacher in consultation with the Chair of the Governing Body may decide it right to make a charge.

Each incident will be dealt with on its own merit and at their discretion.

Policies: Charging Policy 1.4.09 SD & CT