

Charging Policy

Burford Primary School



Respect, Aspire, Achieve

This policy was reviewed in July 2023.

The policy must be reviewed and updated at least every 24 months.

All children are provided with equal access to the curriculum. We aim to provide equitable learning opportunities regardless of gender, ethnicity or home background.

The impact of this policy on staff workload has been considered.

signed

Elizabeth Mason

Jo White & Hannah Lake

Interim Headteacher

Co-Chair of Governors

date

14th July 2023

Introduction

We believe that all our pupils should have an equal opportunity to benefit from school activities and visits independent of their parents' financial means. The 1996 Education Act requires all schools to have a policy on charging for school activities which is to be kept under regular review.

This policy identifies the activities for which:

- Voluntary contributions may be requested
- Charges will be made
- Charges will not be made
- Charges that may be waived

All education during school hours is free.

We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from those whose parents have contributed. If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'.

This list is not exhaustive:

- Visits to museums
- Outdoor adventure activities
- Visits to the theatre
- Musical events

Residential visits

If an organised residential visit is taking place in school time, or mainly school time, the school is able to charge for the cost of the board and lodgings.

Children whose parents are in receipt of the following support payments will be entitled to a remission of these charges:

- Income Support
- Income Based Jobseeker's Allowance
- Support under part VI of the Immigration and Asylum Act 1999

- Universal Credit, Child Tax Credit, provided the parent is not entitled to Working Tax Credit and their annual income does not exceed the rate applicable
- Guaranteed State Pension Credit
- Income related employment and support allowance

For other costs associated with the trip, i.e. transport, insurance and cost of any activities the school relies on voluntary contributions (see above).

Charges can be made for residential and non-residential activities which take place outside school hours.

Parents/Carers will be given advanced notice of proposed residential visit opportunities together with an early indication of charges and voluntary contribution requests. Staged payments may be arranged where contributions are significant. When an opportunity for a trip arises at short notice it will be possible for Parents/Carers to pay by instalment beyond the date of the trip. We may apply for funding from charitable bodies those families who are unable to pay the full cost.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. Parents are given information about additional music tuition at the start of each academic year. There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons and charges are made by Oxfordshire County Council Music Service for these lessons.

Childcare –After School Club

Parents/Carers will be responsible for meeting the full costs for childcare provided by the school. Parents/Carers may be eligible for financial support towards childcare costs, e.g. through Working Tax Credits. There are two elements to the current price structure for After School Club (full and half sessions).

Swimming

The school organises swimming lessons for all children. These take place in school time and are part of the National Curriculum and parents are informed when these lessons are to take place. We make no charge for this activity but ask for a voluntary contribution towards the cost of the coach.

Loss/Damage to School Property

Parents/Carers may be asked to meet the cost of repair/replacement of school property lost or damaged as a result of pupil misbehavior.