

# BEWCASTLE PRIMARY SCHOOL

## CHARGING POLICY FOR SCHOOL ACTIVITIES

The Education Reform Act 1988 contains a principle that education provided by a maintained school during school hours should be free of charge. For some years, Bewcastle Primary School has arranged a large number of successful and stimulating outside activities for its pupils. The Governing body wants to make it quite clear that it supports the continuation of these activities but that parental contributions must be genuinely voluntary. However, some extended school clubs or programmes provided by out of school agencies may incur a cost.

It is the Governing body's policy that

- There is no obligation upon any individual or group of parents to contribute
- Registered pupils at the school will not be treated differently according to whether or not their parents have contributed to this activity

The policy complements the school's equal opportunities policy, curriculum policy, teaching and learning policy and off-site visits policy.

The Headteacher will ensure that the following applies:

### **During the school day**

All activities that relate to the National Curriculum plus religious education will be provided free of charge. This includes any materials, equipment, and transport to take pupils between the school and the activity. It excludes charges made for teaching an individual pupil or groups of up to four pupils to play a musical instrument. Unless the music teaching or activity is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), we will make a charge.

Voluntary contributions may be sought for activities during the school day, which entail additional costs, for example a visit to a museum, historical site etc.

In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution.

From time to time, we may invite a non-school based organisation such as a travelling theatre company, life bus etc. to arrange an activity during the school day. Such organisations may wish to charge parents, who may, if they wish, ask the headteacher to agree to their child being absent for that period.

### **Optional activities outside of the school day**

Bewcastle Primary School will charge for optional, extra activities provided outside of the school day where such activities are not part of the National Curriculum or religious education, nor are they part of an examination syllabus.

### **Education partly during the school day**

If a non-residential activity happens partly inside the school day and partly outside of it, there will be no charge if most of the time to be spent on the activity falls within the school day. Conversely, if the bigger proportion of time spent falls outside of the normal school day, charges will be made. When such activities are arranged parents will be told how the charges were calculated.

### **Residentials**

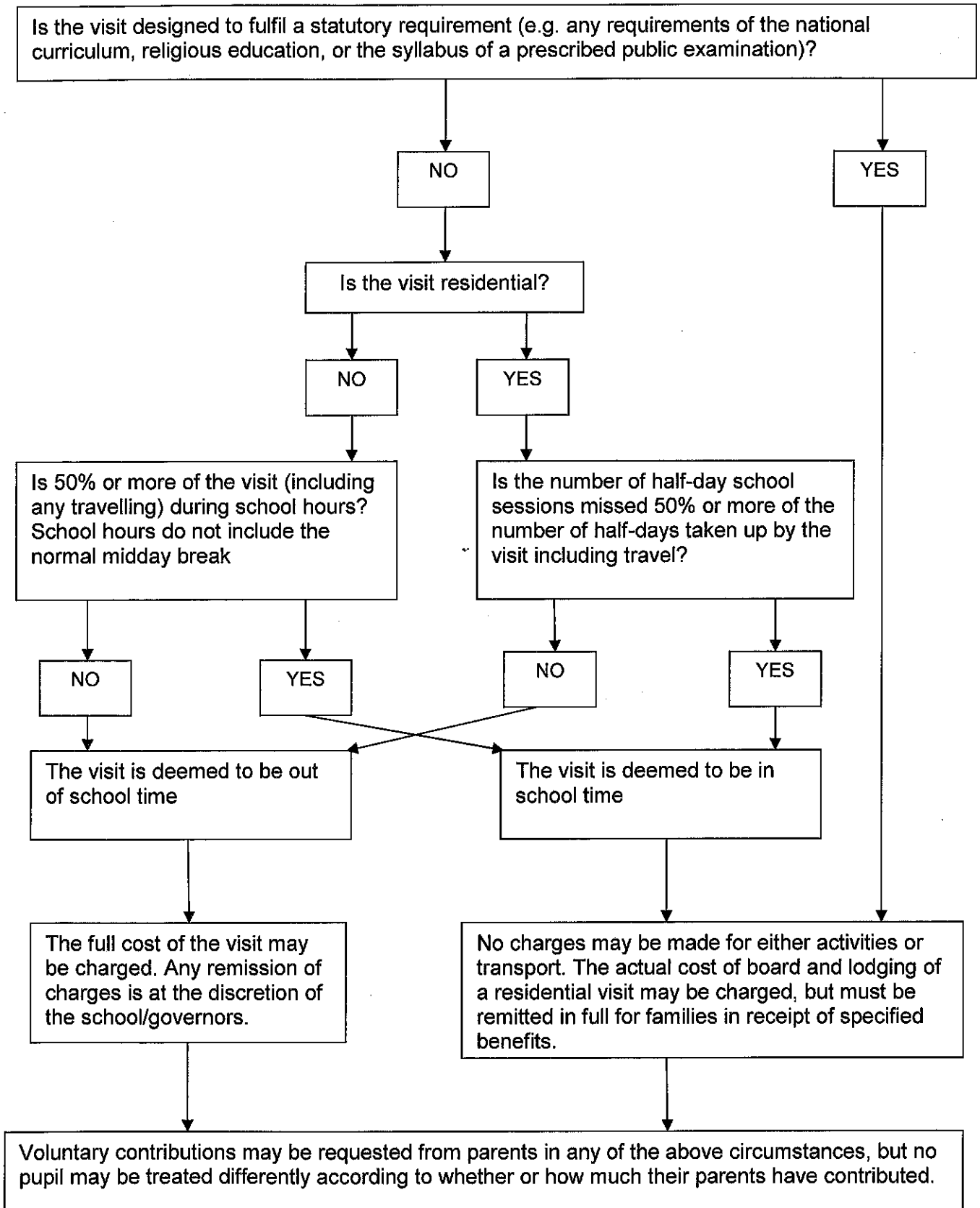
Charges will be made for, board and lodging, except for pupils whose parents are in receipt of Income Support, Income based Jobseeker's Allowance, Support under part VI of the Immigration and Asylum Act 1999, Child Tax Credit (with provisions) Guarantee element of State Pension Credit.

Other charges will be made to cover costs when the number of school sessions missed by the pupils totals half or more of the number of half-days taken up by the activity. In such cases, parents will be told how the charges were calculated.

In order to make up any shortfall in overall charges by the residential provider e.g. tuition, parents will be asked to make a voluntary contribution. No child will be denied the opportunity of attending a residential if the parents

# Bewcastle Primary School

## Charging policy flowchart



do not wish to or cannot contribute voluntarily, however it is possible that unless sufficient voluntary contributions are received to cover the cost, the experience will not go ahead.

### **Calculating charges**

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't. Support for cases of hardship will come through voluntary contributions and fundraising.

Parents who would qualify for support are those who for example are in receipt of Income Support, Income based Jobseeker's Allowance, Support under part VI of the Immigration and Asylum Act 1999, Child Tax Credit (providing that they do not also receive Working Tax Credit and have an annual income, assessed by the Inland Revenue, (with provisions) Guarantee element of State Pension Credit

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

### **Damage or Lost School Property**

Voluntary contributions may be sought from parents towards replacing damaged or lost school property caused wilfully or negligently by their children.

### **Arrangements for monitoring and evaluating of this policy**

The Finance Committee of the governing body will monitor the impact of this policy.  
The policy will be reviewed on an annual basis.