

**Last review : September 2021**

**Next review: September 2022**

# **Bewdley Primary School**



## **Charging Policy**

**2021**

**Approved by Governors' Finance Committee on 20/09/2021**

## **Bewdley Primary School Charging Policy**

### **Introduction**

Bewdley Primary School aims to provide an enriching and varied learning experience for all children. This policy is intended to ensure that all pupils should have equal opportunity to participate in activities provided by the school. Bewdley Primary School Charges & Remission policy is based on the Education Act 1996 and Department for Education guidelines.

### **Charging**

#### **School governing bodies and local authorities, cannot charge for:**

- Admission to any state funded school
- education provided during school hours (including the supply of any materials, books, instruments or other equipment);
- education provided outside school hours if it is part of the national curriculum
- instrumental or vocal tuition unless it is provided at the request of the pupil's parent;

#### **Schools and local authorities can charge for:**

- any materials, books, instruments, or equipment, where the child's parent wishes him/her to own them;
- optional extras (see below);
- Music and vocal tuition – charges will be made for teaching an individual pupil or groups of an appropriate size to play a musical instrument or to sing, provided that the tuition is provided at the request of the parent. No charge will be made in respect of a child who is looked after by the Local Authority. Parents of children eligible for Pupil Premium may be subsidised by the school by 50% to help towards the cost and may approach the school confidentially to request financial support. Support may also be given towards the hire of equipment.
- Community facilities

### **Optional Extras**

Charges may be made for some activities that are known as 'optional extras'. Where an optional extra is being provided, a charge can be made for providing materials, books, instruments, or equipment.

1. The Governing Body will levy a charge for activities/education out of school hours that is NOT:
  - part of the National Curriculum
  - part of religious education
2. A charge will be made for transport (other than the transport that is required to take the pupil to school or to other premises where the Local Authority/Governing Body have arranged for the pupil to be provided with education).

3. Voluntary contributions will be requested for residential trips in order for them to go ahead. A residential trip is when pupils are required to stay one or more nights away from home as part of the visit. Residential trips which take place mainly or wholly outside normal school hours are subject to a compulsory charge. Attendance on the trip is not compulsory. Parents of children in financial hardship may approach the school confidentially for financial assistance with the cost.
4. Wrap around care (for example breakfast club and after-school clubs)
5. Out of hours clubs are charged at a rate of £2.50 whether they are led by a member of staff or an outside provider. Outside providers receive all of the contributions made for their club. Teachers are not paid for clubs that they run. Contributions go towards the costs that enhanced provision may cost – e.g. gymnastic badges and certificates, equipment, travel to venues, music licences etc. Teaching Assistants who run clubs are paid for the time that they work – revenue pays for the cost of this along with materials needed for the club. Any surplus income from out of hours clubs will support further enhanced provision within school e.g. workshops, visitors etc. Parents/carers
6. The Headteacher/Governing Body reserve the right to ask the parents of children whose inappropriate behaviour causes damage to contribute to the cost of repairs or of replacing defaced, damaged or lost property

### **Voluntary Contributions**

The school will request voluntary contributions for activities which enrich the curriculum and the educational experience of pupils. These contributions are voluntary, that is; there is no obligation to pay, and no pupil will be excluded from an activity because parents/carers are unable or unwilling to contribute. However, it must be appreciated that an activity may NOT take place if there are insufficient voluntary contributions to support that activity.

**These include –**

#### **1. Day Trips -**

Day trips form part of the school curriculum, are attended by all children and may not be funded by a compulsory charge. However, it is acknowledged that they could not take place if the school did not ask for a voluntary contribution to cover the cost, therefore a voluntary contribution may be requested.

#### **2. Swimming**

Swimming tuition is part of the school curriculum and therefore may not be charged for by the school. However, the school may request a voluntary contribution from parents towards the cost of transport to and from the swimming pool.

### **Remission**

1. Remission for board and lodging on residential trips will be given to those pupils who are in receipt of free school meals.
2. Free school meals are available to pupils whose parents are in receipt of certain benefits. Details can be obtained from:

[https://www.worcestershire.gov.uk/info/20062/schools/684/applying\\_for\\_free\\_school\\_meals](https://www.worcestershire.gov.uk/info/20062/schools/684/applying_for_free_school_meals) or by telephoning 01905 845280

3. The school will assist in the purchase of school uniform in the following circumstances: The pupil qualifies for pupil premium funding (usually children who receive free school meals). The maximum value of assistance offered is £35 per year