

Charging Policy



STAVERTON CEVA PRIMARY SCHOOL



CHARGING POLICY

The School Governing Body is required by law to publish a policy on charging for school activities. At a recent meeting the governors endorsed the following policy:

The Education Reform Act, 1988, establishes the basic principle that the education provided by any maintained school for its registered pupils should be free of charge. This basic underlying principle requires that there should be no school admission charge and no charge for any related activity which takes place during school time. Exceptions to this general statement are as follows:

- Individual tuition in playing a musical instrument may be charged for, provided that it is not part of the National Curriculum or part of the syllabus for a prescribed public examination;
- Where individual craft items, e.g., pottery, needlework, cookery, are to be taken home, a charge may be made, particularly in the case of extra curricular activities.
- For all residential visits deemed to be within school hours, or part of the National Curriculum, or part of the syllabus for a prescribed Public Examination. A charge for board and lodging will be made, except in exceptional circumstances which shall be reviewed at the discretion of the governors.
- Optional visits occurring outside of school hours may be charged for in full.

Over the past year the school has organised many visits and will continue to do so in the future. However, financial educational resources available for such visits are very limited and therefore each visit must be cost effective.

Within the Education Act it is possible for the school to ask for voluntary contributions from parents.

The Governing Body has therefore approved the following:

- Voluntary contributions will be invited from parents towards the cost of school activities which are related to the life and work of the school. Such contributions will be genuinely voluntary and no child whose parents feel unable to contribute will be treated differently from the rest.

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- Parents not wishing to make a voluntary contribution in whole or part, but wishing their child to be included, must make the fact known directly to the Head who will treat any such approach in strictest confidence.
- School visits and activities will be planned in advance and, if sought, voluntary contributions will usually be invited through individual letters to parents. The letter, asking for support, will outline the proposed visit, educational value and its relationship to the school syllabus.
- If insufficient voluntary contributions are received and the trip is considered by the Head not to be financially viable, then it will be cancelled and any monies received will be returned.

Within the school's disciplinary code compulsory charges may be made by the school for replacement of broken windows/fittings, defaced or damaged text books or any other damage/loss occurring as a result of pupils' bad behaviour. Schools and Local Education Authorities are empowered to recover this loss and resultant costs as a civil debt.

Unpaid charges legally recoverable will also be recouped, together with resultant costs, as a civil debt.

A statement of this policy will be included in the booklet produced for parents.

Lettings

Lettings of school rooms or grounds shall be agreed/negotiated on an individual basis with the parties involved and the Governing Body.

Any amendments to this policy will be made if, and when, necessary.

APPROVED BY THE GOVERNING BODY ON: September 2013

TO BE REVIEWED IN: September 2014