

Peterborough Diocese Education Trust

Barby Church of England Primary School



Charging Policy

Committee Approved: Resources
Date: September 2016
Reviewed:
Reviewed:

Barby CE Primary School **Charging Policy**

Barby Primary School endorses the principles of the 1988 Education Act in maintaining the right to free education for all children. The Act allows the school to request voluntary contributions in order to broaden the children's educational experience.

The school reserves the right to ask parents to make a voluntary contribution towards the costs involved in additional activities that are arranged during the year. Whilst non-contribution would not prejudice a pupil's place, the voluntary contributions received must be of a sufficient level to allow the activity to take place.

Where an activity is residential or out-of-school hours, the entire costs of such activities will be charged to the parents or legal guardians of the children involved. Any parents or legal guardians who are experiencing financial difficulty will be encouraged to discuss this with the school in the first instance.

In respect of out-of-school clubs, nominal charges may be made for costs associated with the running of the club; for example, ingredients for cookery and materials for special art projects such as pottery.

The school will cover accidental breakages of school property. Deliberate or wilful acts which result in breakage or damage to school property will be charged for at a rate appropriate to replacement costs. This will also apply if a child loses an item of school property.

All voluntary contributions and charges will be invited through individual letters to parents.

Music Tuition

Where children receive tuition from peripatetic staff, parents will be required to sign an annual contract, undertaking to pay for the costs of the tuition for the academic year. If a child decides not to continue with these lessons at any point during the year, the parents will remain responsible for the costs of the tuition until a replacement pupil can be found for the time slot.

Parents will be asked to pay for the full costs of the tuition at the beginning of the academic year, either in one payment or by three cheques (two of which will be postdated for the dates of the beginning of terms 3 and 5)

Other Charges

The Headteacher, Finance Committee or Full Governing Body may levy charges for miscellaneous services up to the cost of providing such services, for example, for providing a copy of an Ofsted report.

This Charging Policy will be subject to change pending the introduction of new directives.

Remissions

The Governors have introduced a system to help families on low income and have used the Local Authority's criteria for Free School Meals as the requirements to qualify. This means that all applications can be assessed on the same basis and in a fair manner.

In order to be entitled to Free School Meals and financial support with educational visits, parents need to be in receipt of one of the following:

- Income Support
- Income-based Job Seekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999

- The guaranteed element of State Pension Credit
- Child Tax Credit **only** (with a qualifying family income as assessed by HM Revenue and Customs)
- Working Tax Credit run-on – paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit

Receipt of **Working Tax Credit** does not qualify for Free School Meals.

Where parents are on low income and wish to request financial support for a trip or activity, they are required to write to the Headteacher. The Headteacher will then consider each case individually. Normally, if the financial conditions above are met, the school may be able to offer financial support up to 50% of the cost of the trip/activity. However, for residential trips, parents may have to consider funding from elsewhere.