

East Harling Primary School and Nursery

Policy on Charging

Introduction

All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

Legislation allows schools to charge for certain activities, which take place inside or outside, school hours. The governing body of East Harling Primary School and Nursery have agreed to adopt Norfolk County Council's charging policy.

Voluntary contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. 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 any others.

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, and 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;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- visits to historical sites or places of interest;
- musical events.

Residential visits

If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do suggest a charge to cover the costs of board and lodging, although parents who receive state benefits are exempt from this charge. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

Remission of charges - only parents who are in receipt of Universal Credit (when fully rolled out), Income Support, Working Families' Credit, Disabled Person's Tax Credit or Income Based Job Seekers Allowance are eligible for remission of charges. Remission of charges only applies to board and lodgings charges, which are levied directly by the LA or the school and where they relate to activities, deemed to take place wholly or partly in school hours.

Remission will not apply to such charges when they relate to activities wholly outside school hours, except if the activity is prescribed in a syllabus for a public examination, if it is prescribed by the National Curriculum or fulfils duties relating to Religious Education.

Parents who have difficulty meeting any charges should discuss the matter in confidence with the headteacher.

Music tuition

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are

taught by peripatetic music teachers. We make a charge for these lessons, but parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

Swimming

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place and seek the parents' written permission for their children to take part.

After School Clubs

The school often offers additional after school clubs run by professional coaches (not employed by the school). A small charge is made for these sessions, this is determined by the professional body running them, for example premier Sport.

A small charge may also be made for children taking part in practical after school clubs (such as cookery or art) to cover the cost of ingredients or materials used. This will be based upon the cost of the raw materials used.

Monitoring and review

This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.

Date agreed by the governing body: 22.2.18

Review date: Feb 2020