

Policy name – Charging Policy

Date: 21 January 2023

If applicable:

Date approved by governors: 25 January 2023

Signed -

Review Date – February 2024

## **Introduction**

It is the intention to provide for all pupils the best possible educational opportunities available within the funds allocated by the ESFA. The law states very clearly that education during normal school hours should be free of any compulsory charge to parents and Stonebow School wholly endorses that principle and is committed to uphold the legal requirements.

## **Voluntary contributions**

It is recognised, however, that many educationally valuable activities have been, and will continue to be, dependent on financial contributions in whole or in part from parents and carers. Schools may request voluntary contributions towards the cost of these activities. Without that financial support, the school would find it quite impossible to maintain the quality and breadth of the educational programme provided for pupils. The school's aim is to keep financial contributions to a reasonable minimum and to ensure as far as possible that all children are able to take part, irrespective of their circumstances. However, if insufficient funds are received through voluntary contributions, the school reserves the right to cancel the trip.

The law recognises that charges may be made to parents in certain defined circumstances - provided that each school has identified the activities for which charges will be made and has explained the basis on which charges may be reduced or waived for certain pupils.

The Governing Body of Stonebow Primary School has decided that its policy will be as follows:

## **Day Visits/Outside Providers**

For visits occurring during school time or outside providers that visit the school eg theatre groups - the school will invite a voluntary contribution from parents to meet costs. There will be a 50% subsidy for children eligible for the Pupil Premium Grant\*. For visits or activities that take place outside school time and are optional, parents will be charged for all allowable costs with the exception of children who are eligible for the Pupil Premium Grant\* where one PE/Sport club will be fully funded by the school (excluding school holiday clubs).

Any charge made in respect of individual pupils may not exceed the actual cost of providing the activity, divided equally by the number of pupils participating. It may not therefore include an element of subsidy for any other pupils wishing to participate whose parents are unwilling or unable to pay a contribution. Furthermore, in cases where a small proportion of the activity takes place during school hours the charge cannot include the cost of alternative provision for those pupils who do not wish to participate.



\*See Appendix 1

Therefore, no charge can be made for supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip.

Participation in any optional extra activity will be on the basis of parental choice and a willingness to meet the charges. Parental agreement is therefore a necessary pre requisite for the provision of an optional extra where charges will be made.

### **Residential Visits during term time**

If the school organises a residential visit in school time, which is to provide education directly related to the National Curriculum, the school will not make a charge for the education. However the school will make a charge to cover the pupil's board, lodging and transport (but the charge must not exceed the actual cost).

When the school informs parents about the forthcoming residential, they should make it clear that a 50% subsidy will be available to parents whose children are eligible for the Pupil Premium Grant\*.

### **Peripatetic Music Lessons**

Although the law states that all education provided during school hours must be free, music lessons are an exception to this rule. Parents are charged the cost of instrumental tuition provided for either an individual pupil or groups of up to four. Lessons for pupils who are eligible for the Pupil Premium Grant\* will be subsidised by 50%.

### **Swimming**

When the school organises swimming lessons for children in Key Stage 2 we ask parents for a voluntary contribution towards the cost of the hire of the pool, the Lifeguard and any transport, this is kept to a minimum.

### **Classroom materials**

No charge will be made for materials or equipment. However, for certain practical activities (Technology, Cookery, etc.) parents may be invited to make a contribution towards the cost of materials or ingredients on a voluntary basis.

### **Addendum: Lettings Policy**

The Governing Body will charge for lettings of the school premises in line with the costings used by maintained schools. There will be no subsidies for any outside groups using the school.

The Governing Body will review this policy annually.

## Appendix 1

**Families must be in receipt of one of the following benefits to claim Free School Meals and therefore be eligible for the Pupil Premium Grant in school.**

### Qualifying benefits

The current criteria for claiming free school meals are as follows:

- Job Seekers Allowance (Income Based)
- Income Support (IS)
- Employment and Support Allowance (Income Based)
- Child Tax Credit, provided the annual taxable income, as assessed by the Inland Revenue is not in excess of £16,190. Families who also receive an award of Working Tax Credit **do not** qualify to claim for free school meals
- The Guarantee element of State Pension Credit
- Support under part VI of the Immigration and Asylum Act 1999
- Children who receive Income Support (IS) or Income Based Jobseekers Allowance in their own right are also entitled to receive free school meals

### Temporary qualification for free school meals

From 1<sup>st</sup> May 2009 where a parent has been entitled to Working Tax Credit during the four-week period immediately after their employment ceases, or after they start to work less than 16 hours per week, they will be eligible for claim free school meals over that period.