

# CHARGING POLICY



<b>Approved by:</b>	Headteacher and Chair of Governors
<b>Date approved:</b>	2023/ 2024
<b>Date of next review:</b>	2024/2025

**Introduction:**

All education provided during school hours is free, including activities related to the National Curriculum. No charges are made for these activities.

**Aim:**

This policy outlines the charges for specific activities, remission procedures, and the conditions under which voluntary contributions may be requested from parents.

**Responsibilities:**

The Governing Body determines the policy's content, and the Headteacher ensures its implementation. Decisions regarding individual parents are made jointly by both.

**Charges:****1. Residential Trips:**

While no charge is made for educational activities during residential trips related to the curriculum, there is a charge for board and lodging.

**2. Music Tuition:**

Music lessons as part of the curriculum are free. However, individual instrument tuition incurs a charge.

**3. Activities Outside School Hours:**

No charge is made for extracurricular activities linked to the curriculum, though contributions may be requested for travel, materials, equipment, non-teaching staff, sports clubs (with external agencies), entrance fees, and insurance.

**4. Damage/Loss to Property:**

Charges may be applied for willful damage, breakages, or lost school books, decided by the Headteacher and Governing Body.

**5. Extra-Curricular Activities and Clubs:**

Third-party clubs are chargeable. From September 2019, Breakfast Club costs £1 per day, bookable online in advance. The school reserves the right to review these costs annually, or when required to do so, due to exceptional circumstances.

**6. School Meals:**

Meals cost £2 per day and must be booked online via the Weduc app. Parents are encouraged to select meals with their child in advance. The school reserves the right to review these costs annually, or when required to do so, due to exceptional circumstances.

**Payment System:**

The school is cashless, and payments for all activities and services, including meals, trips, and clubs, are made via the Weduc system. Bookings operate on a first-come, first-served basis, with limited spaces announced by text.

**Financial Assistance:**

Parents experiencing financial difficulties can confidentially contact the Headteacher to request support for their child's participation in activities.

**Voluntary Contributions:**

For trips and events that enrich the curriculum, voluntary contributions may be requested. Trips may be cancelled if contributions are insufficient, though all students are allowed to participate regardless of payment. Examples of activities requiring voluntary contributions include:

- Museum visits, Sporting events with transport costs, Outdoor adventure activities, Theatre visits, Musical events.