

SACRED HEART
CATHOLIC VOLUNTARY ACADEMY



LIVE LEARN LOVE

CHARGING POLICY

APPROVED BY
THE GOVERNING BODY
OCTOBER 2019 – OCTOBER 2021

CHARGING POLICY

1. INTRODUCTION

- 1.1 The provisions of the 1988 Education Reform Act will be followed.
- 1.2 We do ask for voluntary contributions towards some activities undertaken as part of the National Curriculum.
- 1.3 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.

2. VOLUNTARY CONTRIBUTIONS

- 2.1 When organising educational 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 an educational visit. If an educational visit goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.
- 2.2 If a parent wishes their child to take part in an educational visit or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each educational visit is funded, and the school provides this information on request. All charges to parents are at 'net' cost price and involve no element of profit or VAT.
- 2.3 Elements which include travel, materials/equipment, non-teaching staff support, entrance fees and insurance costs are 'chargeable'. 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;
 - School trips abroad;
 - Musical events.

3. RESIDENTIAL VISITS

- 3.1 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.

- 3.2 In addition to free provision of education during the school day, pupils whose parents are receiving: income support; income-based job seekers allowance; support under Part 6 of the Immigration and Asylum Act 1990; or Child Tax Credit (providing that they do not also receive Working Tax Credit and have an annual income, assessed by the Inland Revenue, that does not currently exceed £13,230) will not be charged board and lodging where otherwise applicable to residential activities. The Head Teacher undertakes that parents will be told of the right to claim free activities if they are receiving those benefits.

4. MUSIC TUITION

- 4.1 All children study music as part of the normal school curriculum. Children from Year 4 to Year 6 will be asked to make a voluntary fixed price contribution to pay for the instrumental programme.
- 4.2 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 and we make a charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

5. SWIMMING

- 5.1 The school organises swimming lessons for children in Key Stage 2. These take place in school time and are part of the National Curriculum. We do ask parents for a voluntary fixed price contribution towards the cost of pool hire.

6. AFTER-SCHOOL CLUBS

- 6.1 Our school runs a number of after-school clubs for children. All clubs are led by staff or enhanced DBS checked instructors.
- 6.2 The charge will be kept to a minimum amount and schools will aim to ensure as far as possible that any lack of ability to pay for an activity does not exclude any individual child from being able to attend. Parents must approach their child's school for any request for assistance with finance.

7. MONITORING AND REVIEW

- 7.1 This policy is monitored by the Governing Body, and will be reviewed every two years, or earlier if necessary.

Signed by *Max Hill*