

# GODWIN JUNIOR SCHOOL



# CHARGING POLICY

Agreed by Governors	Spring 2014
Reviewed	Spring 2015
Reviewed	November 2015
Reviewed	Autumn 2017
<b>Next Review</b>	<b>Autumn 2019</b>

<b>Linked Documents</b>
Lettings Policy
Staff Handbook

## **1. INTRODUCTION**

Godwin Junior School recognises the value of providing a wide range of experiences to enrich and extend pupils' learning and to contribute to their personal development. We aim to promote and provide such experiences for our children, both as part of a broad and balanced curriculum and as additional optional activities.

Some of these activities have an associated cost and cannot be provided unless voluntary contributions are received or parents/carers are charged for the activity or visit.

This policy sets out the circumstances in which charges will or will not be made for school activities and when charges may be waived in order to ensure that all pupils have an equal opportunity to benefit from school visits, curricular and extra-curricular activities.

The policy complies with the requirements of the Education Act 1996 and the DfE guidance dated October 2012 which states;

Full details of the law for charging for school activities in schools maintained by local authorities in England is set out in Sections 449-462 of the Education Act 1996. This advice accurately reflects the terms of the Education Act 1996, but it is not a substitute for those terms.

Schools must ensure that they inform parents/carers on low incomes and in receipt of pupil premium the support available to them when being asked for contributions towards the cost of school visits'.

## **2. AIMS**

- i. To ensure that school activities are accessible to all pupils regardless of family income
- ii. To encourage and promote enrichment activities that give added value to the curriculum
- iii. To ensure that activities take place at a minimum cost to parents/carers, pupils and the school
- iv. To respond to the wide variations in family income while not adding additional unexpected burdens to the school budget

## **3. CHARGES**

When additional costs are incurred by Godwin to enhance the curriculum opportunities for children, parents/carers may be requested to make voluntary donation. However, no child will be left out of an activity because his or her parent/carer cannot or do not make a donation of any kind. In accordance with these principles Godwin Junior School;

- will not charge for books, materials, equipment and instruction in connection with the National Curriculum or Statutory Religious Education taught at school, except where parents/carers have indicated in advance their wish to purchase the product e.g. Y6 revision guides
- will not normally charge for any activities that take place in school time, apart from instrumental tuition for individual pupils or groups of pupils. ECAM lessons are provided free of charge as part of the LA provision. Newham Music Academy lessons are provided at a subsidised rate and will attract a charge for parents/carers.
- may ask parents and carers to make a voluntary donation for activities during school time to enable school funds to go further in meeting the cost of specific activities. If parents/carers do not contribute their child will not be treated any differently from those who make contributions.
- will have the right to cancel an activity if there are insufficient voluntary donations to make the activity possible.
- will charge for board and lodging on residential courses, with reduced or zero cost for children whose parents are receiving pupil premium. The Head Teacher will inform parents/carers of their entitlement to a reduced cost.
- may permit organisations, acting independently of the school or the LA, to charge parents/carers when arranging an activity(ies) during school hours and when parents/carers want their children to join in that activity(ies).
- may charge for optional activities that happen outside school hours when these activities are not necessarily part of the National Curriculum.

In addition;

- parents/carers will be asked to make a contribution towards replacing damaged or lost school property if that loss or damage is caused wilfully or negligently by their children.
- any photocopying that is requested by parents/carers relating to their child's school records, under the 'Freedom of Information Act', will be charged at **10p per sheet and 20p for any colour printing.**
- the Governing Body will review the letting charges levied by the school on a biennial basis.

#### **4. REVIEW**

The Governing Body may, from time to time, amend the categories of activity for which a charge may be made.

The Governing Body will review this policy on a biennial basis.