

CHARGING POLICY

The 1988 Education Reform Act lays down the conditions under which School may charge for activities taking place wholly or mainly during school hours. Governors, having discussed the legislation with the Headteacher, have agreed the following policy:

Visits Undertaken as an Enhancement to Pupils Curriculum Work.

At Heap Bridge we believe that enrichment activities play an important part in the education of our pupils. The school believes that the *quality* of its enrichment provision is important. It will promote a wide range of such activities and pupils will be encouraged to take full advantage of all that is on offer.

Where activities are either a necessary part of a pupil's curriculum or fall mainly within the school's working day, parents will be asked to make a voluntary contribution, which will cover a proportionate cost of the activity. An example of such a visit might include a trip to Chester to look at the impact of the Romans.

No individual will be excluded because his/her parents decline to make a voluntary contribution.

Where there is evidence of financial hardship, the Headteacher has authority to consider using school funds to subsidise the visit by amounts equivalent to part or all of the voluntary contribution requested. Parents of pupils in this situation should make the Head or the Deputy Head aware of their child's needs which will be dealt with discreetly.

The Headteacher can only authorise subsidising each individual trip up to 30% of the total cost. If the Headteacher wishes to subsidise a trip beyond this amount he must seek approval from the resources committee. The Headteacher will report to governors the cost of educational visits subsidised by the school within his termly budget monitoring and reporting arrangements.

Other Visits (Optional Extras)

Where such visits are not a required part of the curriculum and fall mainly outside the school working day, pupils attending such activities shall usually be required to pay the full cost, equally apportioned among them. The visit will go ahead only if the numbers paying make it financially viable. The situation which applies to a particular visit shall be set out clearly in the initial letter to parents.

Instrumental Music Lessons

The School greatly values its pupils' abilities to play musical instruments, a skill which brings pleasure both to players and listeners long after school days and far beyond the school community. We recognise the rich contribution which instrumental and choral music make to the life of the school and to the esteem in which it is held by the local community.

Instrumental music lessons are an exception in law. Parents are expected to pay for such lessons, which may be subsidised by the school. Whilst it is not possible to assume the total financial burden of the instrumental music teaching programme, the school wishes to recognise its value by subsidising the cost of some lessons. This will often be the cost of initial 'taster' sessions with the expectation that, if children wish to continue with individual or group tuition that parents will make a contribution to or payment in full of further lessons.

The school also assumes the full cost of the ukulele teaching pupils receive throughout Year 4. This is an integral part of our school music curriculum. Pupils wishing to extend this tuition beyond Year 4 will be expected to pay for such tuition.

Charges are paid at the beginning of each term for that term's classes, which will be detailed in the initial letter. Fees are the same irrespective of whether the lesson is individual or delivered to a small group. Examination fees will also be payable by each pupil's parents where appropriate.

Additional Funding Sources

Occasionally the school may receive additional funding to support pupils or groups of pupils with extra-curricular visits/activities. An example of this would be the 'Pupil Premium' or 'Childer Fund'. There is usually strict criteria used to identify eligible pupils but where this applies the school will endeavour to take advantage of such funding and provide additional experiences for the children.

For pupils that do not qualify for such schemes/initiatives this will be made clear in the accompanying letter of information for each visit/activity and these children will have to pay a proportionate cost.

The Headteacher retains the authority to consider using school funds to subsidise the visit/activity by amounts equivalent to part or all of the voluntary contribution requested. Parents of pupils who the school cannot identify as qualifying for such funding shall be given the opportunity to present further information to the school if they feel appropriate.