



Fairway Infant School

Policy on Charging for School Activities

May 2019

Adopted by the Full Governing Body
At their meeting on 7th May 2019
Review Date: June 2022

Based on the Department for Education's advice document published in May 2018.

Purpose of the policy

The purpose of this policy is to provide clear information about charging and voluntary contributions for Fairway Infant School's activities.

The school aims to provide a balanced, broad curriculum for all children in accordance with our Equal Opportunities Policy. However, the school is unable to finance all of the enriching activities it would like to without depending on financial contributions from parents. For example, the school invites voluntary contributions for visits and visitors such as authors, storytellers and theatre companies to extend and support the children's learning.

Where voluntary contributions are insufficient to cover the costs involved, the visit or activity may be cancelled, or additional revenue will be taken from school fund. If there are exceptional cases of hardship the school will try to support costs through its own budget. If parents are unable to contribute they are invited to contact the Head teacher, in confidence, so that suitable arrangements can be made.

Voluntary Contributions

In general, no charge can be made for admitting pupils to maintained schools. Where education is provided wholly or mainly during school hours, it should be free. It is therefore not possible to levy a compulsory charge for transport or admission costs for swimming lessons or for visits to museums, etc. during school hours.

Fairway Infant School follows the Department for Education's advice document published in May 2018. (<https://www.education.gov.uk/aboutdfe/advice/f00213976/school-charging>).

No compulsory charge will be made for any activity which takes place during school hours. Any contribution is voluntary, and the pupils of parents who are unable or unwilling to contribute are not discriminated against. However, where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then the activity will be cancelled.

Arrangements

All letters regarding contributions for school activities will make it clear that these are voluntary and that children of parents who do not contribute will not be treated differently. If any parents have any financial difficulty (no child will be prevented from taking part) they will be invited to talk to the headteacher who will come to an agreed arrangement.

Calculating Charges

When charges are made for any activity they will be based on the actual costs incurred divided by the total number of pupils participating. There will be no levy on those who can pay to support those who cannot or will not. Support for cases of hardship will come through voluntary contributions, fund-raising and Pupil Premium.

Pupil Premium

Where children are eligible for pupil premium the school will use Pupil Premium funds to pay for these pupils to attend educational trips and some clubs.

Residential trips

Due to the age of the children at Fairway we are very unlikely to arrange a residential trip, but would follow the WSCC Guidance if required. Special rules apply for residential activities.

a) In School Hours

If a residential activity takes place largely during school time (50% or more of the whole time spent on the activity occurs within schools hours), it meets the requirements of the syllabus for a public examination or is to do with the national curriculum or religious education, no charge will be made either for the education or for the cost of travel. However, charges not exceeding the actual cost for the individual pupil will be made for board and lodging. Voluntary contributions (as above) will be requested.

b) Outside School Hours

An activity is deemed to take place out of school hours if 50% or more of the whole time spent on the activity occurs out of school hours. In this case, and for a residential trip, this will be considered as an 'optional extra' and a charge will be levied which includes an appropriate element for travel costs, board and lodging costs, materials and other equipment, non-teaching costs and teaching staff costs. This charge will not exceed the actual cost of the provision.

Parents in receipt of the allowances identified above have the same entitlements.

Music Tuition

There will be no charge for musical tuition if the teaching is an essential part of either the national curriculum or a public examination syllabus. For other musical tuition, charges will be made for individuals or groups to play a musical instrument, and for the hire and repair of instruments which are used for instrumental tuition at school. No charge will be made in respect of a pupil who is looked after by the local authority (within the meaning of section 22(l) of the Children Act 1989).

Monitoring and Review of Policy

The Governing Body will review this policy every 3 years, and as necessary due to any changes in legislation.

Adopted by the Full Governing Body

At their meeting on: 2nd July 2019

Review date: July 2022

Signed

Sue Peckham

Chair of Governors