Sudley

Primary School

Sudley Junior School
CHARGING POLICY

Aim High and Smile for a Brighter Future

Sudley
Primary School

Introduction

The Governing Body of the school are responsible for determining the content of the policy and the Headteacher for implementation. Any determinations with respect to individual parents/carers will be considered jointly by the Headteacher and Governing Body.

Aim

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents/carers.

Voluntary Contributions

Parents/carers will be informed in advance when the school is organising trips, visits or visiting agencies which enrich the curriculum and educational experience of the children.

For these trips, visits or visiting agencies the school will request that the parents/carers make a voluntary contribution towards the enriching experience.

Please be aware that no child will be excluded from an activity, in relation to payment.

A written response will be required that a voluntary contribution will be made. This is to help the school to have an indication as to whether the trip is viable.

It will be indicated that the trip cannot proceed unless enough voluntary payments are made.

Due to such tight budgeting, refunds may not always be appropriate if a child is absent on the day of a planned outing.

Extra supervision is often required, e.g. parents/carers and students. These costs on occasions will have to be reflected in the cost per child per trip.

Where there are genuine cases of financial hardship, it is hoped that the families concerned will make the Head teacher aware of the

situation so that discreet financial assistance can be given.

Additional Charges:

1. Materials and Ingredients for Practical Subjects

Charges can be made for materials where the finished product will be taken home. The charge will be equivalent to the cost of the materials.

2. Music Tuition

Individual or group tuition for groups of up to four should be equivalent to the cost of the salary payments made to the teacher providing the tuition; plus the cost of the sheet music that is provided specifically for the use of the individual pupil. This will be payable in advance each term.

3. Music Examination Fees

Charges should be limited to the amount of the examination fee. The fee is payable in respect of entry of pupils with their parents agreement. No charge will be made where parents are in receipt of income support or family credit.

4. Extra-Curricular and School Clubs

Clubs and activities provided by third parties will be chargeable

5. Damage/Loss to Property

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Headteacher in consultation with the Chair of the Governing Body may decide it right to make a charge. Each incident will be dealt with on its own merit and at their discretion.

Subject Coordinator:	S.Connell
Reviewed:	October 2022
To be reviewed:	October 2023