



Charging Policy

| Rev | Date | Description |
|-----|------------|---------------------------------------|
| 2 | 25/05/2016 | Revised after committee policy review |
| 1 | 01/11/2014 | Initial version |

Introduction

In general Worples Primary School can make no charge for admitting pupils to school. The education provided wholly or mainly during school hours is free. We do not levy a compulsory charge for transport or admission costs for swimming lessons or for visits to museums, etc. during school hours.

Voluntary contributions

We may ask parents for a voluntary contribution towards the cost of:

- any activity which takes place during school hours
- school equipment
- school funds generally.

The contribution will be genuinely voluntary and the pupils of parents who are unable or unwilling to contribute will not be discriminated against. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled.

After school clubs

After school clubs are charged to parents and are not paid for by the school.

Residential trips

We are permitted to charge for the cost of board and lodging during residential school trips. This cost will not exceed the actual cost of the provision.

Where the trip takes place wholly, or mainly, during school hours children whose parents and carers are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State Pension Credit
- Child Tax Credit (provided that the parent or carer is not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit

A similar entitlement applies where the trip takes place outside of school hours but it is necessary as part of the curriculum, forms part of the syllabus for a prescribed examination that the school is preparing the pupil to sit, or the syllabus for religious education.

In most cases Worple Primary School residential trips take place involve a large amount of time outside of normal school hours and activities which do not form part of the curriculum. Nevertheless we are conscious that the trips would not take place without voluntary contributions towards the cost. The school does take account of genuine cases of hardship.

Instrumental music lessons

A charge may be made for instrumental music tuition for up to and including four pupils, unless the tuition forms part of the syllabus for a prescribed public examination that the school is preparing the child to sit, or is part of the curriculum or the syllabus for religious education, in which case a charge is not permissible.

Public examinations

No charges will be made for entering pupils for public examinations that are set out in regulations. However, an examination entry fee may be charged to parents if:

- the examination is on the set list, but the pupil was not prepared for it at the school
- the examination is not on the set list, but the school arranges for the pupil to take it
- a pupil fails without good reason to complete the requirements of any public examination where the governing body or local authority originally paid or agreed to pay the entry fee.

Charges will not be made for any cost associated with preparing a pupil for an examination. However, charging is allowed for tuition and other costs if a pupil is prepared outside school hours for an examination that is not set out in regulations.