

Sheringdale School



Charging Policy

2018 to July 2019

Sheringdale School adopts this policy for making charges to parents.

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual music tuition.

Voluntary contributions for activities as part of the Curriculum

When organising school visits or workshop activities which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the activity.

If a parent wishes their child to take part in a school visit or event, but is unwilling or unable to make a voluntary contribution, the child is still allowed to participate fully in the visit or activity as long as parental consent has been given.

If appropriate and funds allow, the school may pay a proportion of the costs in order to support a visit. Parents have a right to know how each visit is funded.

Music Tuition

All children study music as part of the normal school curriculum and there is no additional charge for this.

There is a charge for additional music tuition if this is not part of the National Curriculum and includes keyboard, recorder and choir. This charge is usually paid directly to the school who then pay the tutors at the end of each term. We will give parents information about additional music tuition at the start of each academic term.

Optional Extra Activities

(Activities which take place wholly or mainly outside of school hours and are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education)

It is the governors' policy to charge for such activities organised by the school. The basis for calculating the charge will be proportionate for each participating pupil for travel, board & lodging, materials, books, equipment, entrance fees and insurance.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. This list is not exhaustive:

- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- school residential visits;
- musical events

Activities not run by the School or LA

When an organisation, acting independently of the school or LA, arranges an activity to take place during school hours and parents want their children to join the activity, such organisation may charge parents.

Residential Visits

The school organises annual residential visits for Key Stage 2 children. The cost of these visits includes board & lodging, transport, materials, entrance to any sites visited and charges for any activities to be experienced.

Non-residential visits and activities are also organised for children not wishing to stay away from home. The cost of these visits and activities will be based on travel costs, entrance to sites, materials and charges for activities experienced. The governors' policy is for the school to cover the cost of any additional teacher time necessary to lead the visit or subsequent follow up work.

Children of families in special circumstances may be eligible for remission of charges to enable them to take part in the option of their choice. This is stated clearly on letters and is dealt with discretely and in confidence by the Headteacher. Parents will be given the option of a payment plan to spread the costs of the residential visit.

After school clubs and activities

Charges may be levied for additional activities provided mainly outside school hours, such as the range of after school clubs organised by the school. The charging for these optional activities will be dependent upon the costs incurred and will be at the discretion of the Governing Body, through the Headteacher.

Remission of charges

Where families are on forms of income support (Pupil Premium), and in the case of genuine hardship which makes it difficult for pupils to take part in particular activities for which a charge is made, parents are invited to apply in confidence to the Headteacher for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher in consultation with the Chair of Governors. This money will be obtained from other funds, which may or may not mean the School Fund or the School Budget. All such cases will be dealt with discretely and treated in the strictest confidence.

Breakages & Fines

The Governors reserve the right to ask parents to pay for the cost of replacing any item such as:

- broken windows
- defaced, damaged or lost text books
- replacement reading or homework diaries
- any item damaged as a result of unsatisfactory pupil behaviour.

Equal Opportunities

No child will be discriminated against or excluded from any charged activity on the basis of being unable to pay. No pupil with special needs or disabilities will be treated any differently than any other pupil. The school will take all reasonable steps to avoid putting children with special needs at a substantial disadvantage.

Current Charging details at Sheringdale

Provision	Cost
School Lunch	£2.65
Breakfast Club	£4.10
After School Club	Pre-booked £13.25 (Friday £18.25) Siblings £10.10(Friday £15.10) On the day charge £16.50 (Friday £21.25) Siblings £13.25 (Friday £18.15)
PACT Folders	£5.10
Teacher run clubs – per session	£5.25 APROX
External Agency run clubs – per session	£4.00 – £6.00
School Visits	(variable)
Passport signatories (at school's discretion)	£25
Private school reference	£35
Residential Visit – Year 4 Windmill Hill Includes accommodation, insurance, food, pocket money and transport	TBC
Residential Visit – Year 6 Osmington Bay Includes accommodation, insurance, food, pocket money and transport	TBC

Review

There will be an annual review of this policy by the full governing body.

Adopted by the Finance committee at the meeting March 2018

To be reviewed: July 2019