



Coads Green Primary School Charging Policy

The purpose of this guide is to set out the policy of the LA on charging for various school activities and to assist governors in considering whether and how they might wish to modify the LA policy to suit the needs of their own school. This policy is drawn up in accordance with the requirements of section 457 of the Education Act, 1996 as amended by section 200 of the Education Act 2002.

There are four principles underlying the provisions on charging:

1. That education in schools should be free.
2. That activities offered wholly or mainly during normal school teaching time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost.
3. That there is no statutory requirement to charge for any form of education, but that LAs and schools have the discretion to charge for optional activities provided wholly or mainly out of school hours.
4. That LAs and schools have the right to invite voluntary contributions for the benefit of the school, or in support of any activity organized by the school, whether during or outside school hours.

The LA is required to produce a policy on charging and governors of schools have also to state their policy, which may be more or less generous than the LA policy providing they meet the requirements of the law.

1. The LA Policy and Action required by Governors.

The LA recognizes that there are a number of activities which will only take place if parental contributions are available but it stresses that no child should be excluded from any activity organized by the school because of the liability or unwillingness of their parents to pay such a contribution.

2. Optional visits wholly or mainly outside school hours.

It is the intention of the LA to charge the full cost of visits which take place wholly or mainly outside school hours, but which are not provided as part of the syllabus for a prescribed public examination and not required in order to fulfil statutory duties relating to the National Curriculum or to religious education. The cost could include travel, insurance, admission charges, meals and, if desired, a sum of money to enable some pupils to go on the visit without payment, or to cover teachers' travel costs, where a separate contract is issued.

Coads Green Primary School Governors have agreed that the visits will proceed only if all those who wish to go pay the full costs.

3. Visits wholly or mainly during school hours.

It is the intention of the LA to invite voluntary contributions toward the cost of visits which take place wholly or mainly during school hours and which may, or may not, be provided as part of the syllabus for a prescribed public examination and may, or may not, be required in order to fulfil statutory duties relating to the National Curriculum or to religious education. The cost could include travel, insurance, admission charges and, if desired, a sum of money to enable some pupils to go on the visit without payment or to cover teachers' travel costs.

Coads Green Primary School Governors have agreed that the visits will proceed only if all those who wish to go are willing to make a voluntary contribution. It was agreed that a child may not be prevented from going on a visit during school hours if the parents are unwilling or unable to make a voluntary contribution. In this instance a small percentage of cost could be supported.

4. Board and lodging charges on residential visits.

It is the intention of the LA to charge the full cost of board and lodging on visits taking place wholly or mainly during school hours, or if out of school hours, provided as part of the syllabus for a prescribed public examination or required in order to fulfil statutory duties relating to the National Curriculum or to religious education.

Where the parents are in receipt of income support, jobseeker's allowance (income based), Income-related Employment and Support Allowance, Child Tax Credit (but only when the recipient does not also receive Working Tax Credit and has an annual income of less than £16,040), support under part VI of the Immigration and Asylum Act 1999, guarantee element of State Pension Credit or disability working allowance, the board and lodging charges must be remitted, and this cost will have to be met from within the school's funds i.e., for educational activities the subsidy may come from the delegated budget; for social activities the subsidy may come from private funds (these can also be used for education activities).

The costs of transport, insurance, admission charges, etc. incurred during residential trips may not, however, be charged, although voluntary contributions may, of course, be requested and could become a necessary prerequisite for the visit taking place.

Coads Green Primary School Governors have agreed that a child may not be prevented from going on a visit during school hours if the parents are unwilling or unable to make a voluntary contribution. However if enough voluntary contributions are not received the visit will not be viable.

5. Individual tuition in the playing of a musical instrument.

Where tuition or ensemble activities are provided by external agencies and peripatetic teachers a charge may be made to pupils concerned.

Coads Green Primary School Governors have agreed with the statement above.

6. Charges for ingredients, materials and equipment.

Schools must be prepared to provide any ingredients, materials, equipment needed for the delivery of the curriculum. Parents who are willing to contribute in cash, or in kind, can be encouraged to do so on a voluntary basis. The school may charge for, or invite parents to supply, ingredients, materials and equipment if parents have indicated in advance a wish to own the finished product.

Coads Green Primary School Governors have agreed with the statement above.

7. Charges for breakages and fines.

Coads Green Primary School Governors will ask parents to pay for deliberate damage to equipment or property caused by their child.

8. Breakfast Club

Breakfast club is available to all pupils every morning from 7.45am - 8.45am at a charge of £3.00 for an only child or £2.75 if there are 2 or more siblings attending.

9. Caterpillars Pre-School

Caterpillars is a community pre-school and operates every morning (Monday- Friday), 9am - 12pm at a charge of £11.13 per session.

Summary of the main points of the LA Policy on Charging

There are four principles underlying the provisions on charging:

1. That education in schools should be free.
2. That activities offered wholly or mainly during normal school teaching time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost.
3. That there is no statutory requirement to charge for any form of education, but that LAs and schools have the discretion to charge for optional activities provided wholly or mainly out of school hours.
4. That LAs and schools have the right to invite voluntary contributions for the benefit of the school, or in support of any activity organized by the school, whether during or outside school hours.

Reviewed by Coads Green Primary School: January 2015

Adopted by the Buildings and Finance Sub-committee: February 9th 2015