

# Charging Policy



## Introduction

The Governors support the stated objectives of the 1988 Act "to maintain the right to free education" and "to establish that activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of parents' ability or willingness to help meet the cost".

We are committed to support all activities that support the delivery of the curriculum and enrich the learning experiences of the children at Chidham School.

Communications with parents will make clear that contributions are voluntary and that there is no obligation to contribute.

- Parents will be advised, that where voluntary contributions are sought, it is possible that the activity may not take place if parents fail to make sufficient voluntary contributions to cover the costs.
- Parents will be informed that all pupils, in any group participating in an activity that is not an optional extra, for which charging is applicable, will be allowed to participate whether or not their parents make a voluntary contribution.

This stated policy is clearly in line with that of West Sussex Education Authority and conforms with the requirements of the Education Reform Act, Section 106 - 111 and 117 - 118, as far as the Governors have been made aware of the requirements through circular 2/89.

### 1. **Instrumental Tuition**

- Instrumental tuition takes place in school at certain times and is governed by the charging policy as set out by the County Music Service. Details are available in school.

### 2. **Charging in kind**

- There is no charge as such for either craft or cookery materials for activities during the school day. Parents who are willing to contribute in cash or kind may however be encouraged to do so on a voluntary basis.
- There may be charging for extra curricular activities. This will be negotiated with parents as necessary.

### 3. **Non-residential visits within school hours.**

These will continue to the extent permitted by the willingness of parents to make voluntary contributions.

Insurance is sought at the current rate for each child, this is included in the calculations of the cost of any visit.

### 4. **Residential visits that include school hours.**

Any residential visits are arranged in accordance with the Authority's Regulations and Notes of Guidance for Off-Site Activities. They are organised by the school and not a third party, with the consequence that only the cost of individual board and lodging, the cost of any activities, insurance and the hire of transport will be charged.

Remission of this cost will be available to parents in receipt of the any of the following:- Income Support, Income-based Jobseekers Allowance, guaranteed element of State Pension Credit, Child Tax Credit or if they are supported as an Asylum Seeker. Other parents may make individual requests for the remission of this charge. Voluntary contributions will be sought for the balance of the total cost. If sufficient contributions are not forthcoming the visit will be cancelled.

#### **5. Other activities within school hours**

Voluntary contributions will be sought for other activities, e.g. visits by theatre companies, an artist in residence, musical events etc

If there are insufficient contributions, it may be necessary to cancel such activities.

#### **6. Delegation to the Headteacher**

The Governors delegate to the Headteacher the responsibility to determine any additional remissions beyond those in receipt of income support and to cancel any activity if there are insufficient voluntary contributions.

#### **7. Due Notice from Parents**

Parents will be required to give notice, by a given date, of their intention:

- not to make a voluntary contribution
- not to pay for charged board and lodging
- to claim remission due

#### **8. Financial Assistance**

The Governors regret that charges have to be made, but without the provision of additional funds the school has very limited finances available to cover the cost due to lack of voluntary contributions.

Parents are invited to speak to the Head teacher, in confidence, if help is needed to meet the cost of an activity.

Policy to be reviewed: Summer 2019