

# *1 West Haddon Endowed C of E School*

## **Policy Document**

### **CHARGING FOR SCHOOL ACTIVITIES**

#### **1. Background**

This document incorporates the Department for Education guidance 'Charging for School Activities' May 2018 and sections 449-462 of the Education Act 1996. The objectives of the charging provisions in the Education Reform Act 1988 are:

To maintain the right to free school education.

To establish that activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost.

To emphasise that there is no statutory requirement to charge for any form of education or related activity, but to give schools the discretion to charge for optional activities provided wholly or mainly out of school hours.

To confirm the right of schools to invite voluntary contributions for the benefit of the school, or in support of any activity organised by the school, during school hours. Children and families are not discriminated against if they are unable to make a payment, however, should a number of families chose not to contribute, the school reserves the right to cancel the activity.

#### **2. Introduction**

The basic principle underlying the charging provisions of the 1988 Act is that education provided by the school for its registered pupils should be free of charge if it takes place wholly or mainly during school hours.

The restrictions on charging for school activities do not in any way restrict or prohibit the school from seeking voluntary contributions for the benefit of the school or in support of any school activity during school hours.

#### **3. Policy Statement**

The Governing Body recognises the value that day trips and activities outside the scope of the core curriculum play in the education and social development of pupils. Some activities may need to be subject to a charge, totally self-financing, or cancelled should insufficient funds be made available.

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Where funding is requested, parents will be contacted by individual letter advising details of the:

- a) activity planned
- b) cost
- c) educational value
- d) relationship to the school syllabus

In all cases the contribution requested will be on a basis to cover costs, except for music tuition.

The terms of any request for contributions will make it clear:

- a) that there is no obligation to contribute
- b) that registered pupils at our school will not be treated differently according to whether or not their parents have made any contribution in response to the request.
- c) that we do not expect a contribution from families in receipt of free school meals
- d) that contributions will be refunded if the activity is cancelled
- e) that contributions are not usually refunded if the child does not attend because of illness as costs are incurred regardless of attendance or late cancellation

#### Calculation of Contribution

The contribution per child will normally be calculated by dividing the total cost of the activity by the number of eligible children (including those on free school meals). This is so that those making a contribution are not subsidising those who cannot or will not pay. Provision for those on free school meals will come from alternative funding sources (e.g. PTA/Schools Charity) or School funds. If as a result of insufficient contributions and/or alternative funding sources the activity is not likely to require a significant contribution from School funds, the Headteacher will decide whether or not the activity should continue.

#### Music Tuition

This will be wholly funded by parents unless the child is in receipt of free school meals or pupil premium.

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