

LODDON INFANT & NURSERY SCHOOL

CHARGING POLICY

This Policy is part of the School's Finance Policy and is reviewed as part of that policy

Charges for School Activities

Legislation allows schools to charge for certain activities, which take place both inside and outside, school hours. The School's charging policy is described in the school brochure, which parents can obtain from the school.

These are the activities and materials for which parents will be charged:

- **Ingredients and materials:** ingredients and materials for practical subjects where parents have indicated in advance that they wish to receive the finished articles.
- **Travel:** the cost of travel when a pupil makes use of transport not provided by the authority or school, to travel direct from home to an activity approved of, but not provided by, the authority or school.

Activities outside school hours

- A charge will be made for all non-residential activities, which take place wholly, or more than 50% outside school hours, where the child's participation has been agreed in advance by the parents. The charge will include the cost of travel, entrance fees, insurance, books, equipment and any staff (teaching or non-teaching) engaged specifically for the activity.
- **Remission of charges** - only parents who are in receipt of Income Support, Working Families' Credit, Disabled Person's Tax Credit or Income Based Job Seekers Allowance are eligible for remission of charges. Remission of charges only applies to board and lodgings charges, which are levied directly by the LA or the school and where they relate to activities, deemed to take place wholly or partly in school hours.
Remission will not apply to such charges when they relate to activities wholly outside school hours, except if the activity is prescribed in a syllabus for a public examination, if it is prescribed by the National Curriculum or fulfils duties relating to Religious Education.
Parents who have difficulty meeting any charges should discuss the matter in confidence with the headteacher.
- Parents will be asked for voluntary contributions towards trips which take place away from school during the school day. Non-payment of the contribution will not result in the child not being allowed to go, but if sufficient contributions are not received the trip may not be able to take place.
- Where a contribution is requested, or a charge is made, and income Exceeds cost by more than £1 per pupil, a refund will be made. For amounts less than this, the money will be kept in the school fund for future use.