

CHARGING POLICY FOR SCHOOL ACTIVITIES**MAY 2017****1. Introduction**

The policy of the Governing Body is that no charge shall be made for any activity taking place wholly or mainly within school time, the only exceptions as allowed for under education legislation, being in respect of individual music tuition and the cost of board and lodging for residential visits.

2. Voluntary Contributions

Certain activities, however, require an element of financial assistance and voluntary parental contributions will be requested towards the cost of such activities. Where such a contribution is requested, the suggested amount will not exceed an individual's share of the total costs involved. There is no obligation to contribute and no child will be excluded from such activities because of lack of payment; but it must be emphasised that delivery of such activities relies upon adequate financial support and, if there is insufficient support, activities may have to be cancelled.

3. Individual Instrumental Tuition

- 3.1. Charges will be made for individual instrumental tuition taking place in school time; parents being required to meet the full cost of such tuition incurred by the school. Remission of 50% of such charges will be made by the County Council in respect of children who are eligible for free school meals.
- 3.2. Charges for individual instrumental tuition are invoiced for the forthcoming two half-terms and an invoice to parents raised through Lincolnshire County Council. Where a child does not receive the stated number of lessons due either to arrangements of events by the school, or to absence of the Music Services teacher then usually it will be possible for the teacher to add in extra teaching time to make up the shortfall. Where this is not possible, the following term's invoice will be adjusted accordingly or a refund will be issued.
- 3.3. If a child wishes to discontinue their individual instrumental tuition, parents will need to have notified the school by the Mid-Year Adjustment Dates published by Lincolnshire Music Services and advised in the termly tuition breakdown letter. Where a request happens after this date, the parent shall be liable for the whole cost of the next half-term's tuition.

4. Residential Visits

Likewise, in respect of residential visits wholly or mainly in school time, parents will be required to meet the full cost of the board and lodging element as required by legislation. However remission of 50% of such charges will be made by the Governing Body in respect of children whose parents are in receipt of any of the following:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit, provided they are not entitled to Working Tax Credit* and have an annual household income (as assessed by HM Revenue & Customs) that does not exceed £16,190
- Universal Credit

5. School Meals

- 5.1. From September 2014 the government has introduced universal free school meals for all infant pupils. Therefore, children in Reception or KS1 will not be charged for school meals.
- 5.2. In KS2 meals are charged in accordance with our school meal's provider's charging policy. Parents register with the provider and bookings and payment are made online directly with them. If meals have been ordered prior to a school trip being announced then the meal can be cancelled with at least 8 days' notice, or an 'away day meal' (packed lunch) can be provided.

6. Remissions

Charges may also be made for optional activities taking place wholly or mainly out of school time. Any such charges will not exceed the cost of an individual's share of the total costs involved. Remission of 50% of such charges will be made by the Governing Body in respect of children whose parents are in receipt of any of the following:

- Income Support

- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit, provided they are not entitled to Working Tax Credit* and have an annual household income (as assessed by HM Revenue & Customs) that does not exceed £16,190
- Universal Credit

7. Other Charges

The Governing Body reserves the right to request payment from the parents of the child concerned for any damage caused to the school premises or to school property where such damage is caused by a pupil's behaviour.

This Policy was approved by the Governing Body at its meeting in May 2017 and will be reviewed in May 2020