



Jacksdale Primary School & Nursery

CHARGING POLICY

Reviewed: September 2024

Next review due: September 2027

Charging and remissions policy for school activities

GENERAL PRINCIPLES

The DfE regularly publishes advice for schools in England that aims to help governing bodies, school leaders, school staff and local authorities determine their policies on charging and remission for school activities and school visits.

Nottinghamshire County Council's charging policy applies the DfE's advice as follows:

Nottinghamshire County Council expects schools to operate within the law and not charge for those activities for which, legally, charges cannot be made. Within these legal constraints, however, the County Council recognises that each school governing body is responsible for its own charging and remissions policy. The County Council would wish to encourage school governing bodies, in determining their policies in this respect, to be mindful of the financial circumstances of pupils and their parents. The County Council would also wish to remind school governing bodies that pupils may be assisted, at the governors' discretion, from the school's budget or other funds at their disposal and that pupils must not be excluded from any school activity that extends or enriches the curriculum for their class or group because they have not made a contribution to the cost.

The Governing Body of Jacksdale Primary & Nursery School recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of pupils' education. The Governing Body would accordingly wish to promote and provide as far as possible such activities as part of a broad and balanced curriculum for the benefit of the pupils of the school.

Charges

The Governing Body reserves the right to make a charge for the following activities which may from time to time be organised by the school.

- Residential activities held during school hours: charges may be made for the board and lodging element of those residential activities which take place during school hours. Parents will be notified in advance of any such activities which the school proposes to organise and the estimated cost. Parental consent will be obtained for their children's participation in any such activities for which a charge may be made.
- Any charge for a particular activity will be calculated by reference to the actual cost of providing the board and lodging for each pupil; no other costs will be covered by the charge. Any remission arrangements for such activities will be at the discretion of the Governing Body EXCEPT in the circumstances described below.
- Activities held outside school hours; the school will endeavour to provide a range of such activities from time to time. These will sometimes include day and residential experiences, and are known generally as 'optional extras'. Charges may be made for these activities EXCEPT where they are to fulfil any statutory duties relating to the National Curriculum or to religious education in which case they are not regarded as optional extras and charges cannot be made (Board and lodging charges may still however be made for any residential activities subject to the remission arrangements set out below).
- Activities which are run off-site (i.e. education day trips); voluntary contributions will be sought from parents in respect of off-site visits. However, if insufficient voluntary contributions are raised to fund a visit, then it will be cancelled. No child will be excluded from an activity simply because their parents are unwilling or unable to pay.
- Activities which are run on-site (i.e. in school theatres, petting zoos, visiting specialists); voluntary contributions will be sought from parents in respect of on-site extra-curricular activities. However, if insufficient voluntary contributions are raised to fund an activity, then it will be cancelled. No child will be excluded from an activity simply because his or her parents are unwilling or unable to pay.

Parents will be notified in advance of any 'optional extras' which the school proposes to organise and the estimated cost. Parental consent will be obtained if their children are to participate in any activities for which a charge may be made.

Any charge for a particular activity will be dependent upon the type of activity and its cost and the number of participants. This charge will not exceed the actual cost of providing the activity, divided equally by the number of pupils participating. The cost of other pupils participating in the visit will not be included in the charge. The charge may, however, include an appropriate element for such things as:

- The pupil's travel costs;
- The pupil's board and lodging costs;
- Materials, books, instruments and other equipment;
- Non-teaching staff costs;
- Entrance fees to museums, castles, theatres etc.;
- Insurance costs;
- The expenses only of the participating teachers / providers engaged on a separate contract for services to provide the 'optional extra' (e.g. a visiting specialist providing a workshop curriculum day for pupils, which may be more financially viable than a trip out of school for pupils involving workshop costs and coach costs).

Any remission arrangements for such activities will be at the discretion of the Governing Body, EXCEPT in the circumstances described below.

- Materials and ingredients: a charge will only be made for any materials and ingredients relating to activities taking place during school hours where parents have indicated in advance that they wish to own the finished product, e.g. in cooking or D&T. Alternatively, parents may, in these circumstances, be asked to volunteer to provide the ingredients and materials prior to the activity taking place.

Remissions

Children who attend Jacksdale Primary & Nursery School who are entitled to free school meals or who are deemed as Looked After will be entitled to a 50% reduction in fees for after school activities provided by the school / residential or trip payments. In the event an external provider provides a club, subsidies will not be made.

Voluntary Contributions

Nothing in this policy statement precludes the Governing Body from inviting parents to make voluntary contributions for the benefit of the school or in support of any school activity, whether during or outside school hours. Any contributions sought will be entirely voluntary and pupils will not be treated differently according to whether or not their parents make a contribution in response to any invitation. It is agreed however, that should enough voluntary contributions not be collected in order to fund an activity, then it may be postponed or cancelled.

Breakages and Damage to School Property

The School Governing Body reserves the right to seek reparation from parents where their children cause breakages or damage to the school, school / staff property or vehicles parked correctly on site within the car park. Should purposeful damage be caused to neighbouring residents properties during school times, the governing body reserves the right to seek reparation from parents.

Links to other policies

Debt Recovery Policy

Review

The School Governing Body reserves the right to review and amend this policy statement from time to time, as appropriate.