

# St Thomas More Primary School

## CHARGING POLICY

### Reviewed every two years



<b>Reviewed</b>	<b>Agreed by GB</b>	<b>Next review</b>
March 2023	March 2023	March 2025

## **INTRODUCTION**

The Governing Body recognises the valuable contribution that the wide range of additional activities including trips and residential experiences can make towards pupils' personal and social education.

The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

## **CHARGES**

The Governing Body reserves the right to make a charge in the following circumstances for activities by the school: -

- **School Journeys in School Hours**  
The board and lodging element of residential activities deemed to take place within school hours.
- **Activities Outside School Hours**  
The full cost to each pupil of activities deemed to be optional extras taking place outside school hours.
- **Individual Music Tuition**  
The cost to the pupil for providing individual music tuition inside school hours.
- **Charging in Kind**  
The cost of materials, ingredients, equipment (or the provision of them) for practical subjects where parents indicate that they or their child wish to own the finished product.
- **Books**  
Where books are lost by a pupil, the school charges the full replacement cost.
- **Damage or Loss of Equipment**  
The cost of, or a contribution towards, any equipment where its damage was caused by a pupil's behaviour. This will be at the discretion of the Head of School.

## **GENERAL**

The Governing Body may, from time to time, amend the categories of activities for which a charge may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents/guardians to make a voluntary contribution towards the cost of providing education for pupils.

Voluntary contributions will be sought for activities during the school time when the cost of these activities is not met by the school budget. If the contributions received do not cover the cost of arranging the activity, it may have to be cancelled. Failure to contribute, however, would not itself prevent a pupil from participating in an activity.

## **REMISSIONS**

- Residential Journeys

In some circumstances there may be cases of family hardship which make it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity, the Governing Body will invite parents/guardians to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Head of School in consultation with the Chair of Governors.

## **Pupil Premium**

For pupils listed as receiving the Pupil Premium, we have reviewed and evaluated current provision and have listed below where we consider using the money will make most impact.

- School residential trip – a school subsidy