

## **Sparsholt C of E Primary School**

### **Policy for Charging**

The Education Reform Act recognises the principle of free school education whilst enabling charges to be made for certain activities.

The governors and staff are committed to the principle of high quality education being provided free of charge. Budgetary restrictions however are such that there are activities of sound educational value, which cannot be funded by the school alone.

**Aim:** To promote a wide range of activities as part of a broad and balanced curriculum and as additional activities.

1. Trips which take place mainly out of school hours are chargeable. Activities which occur mainly within school hours and are in fulfilment of National Curriculum requirements will not normally be chargeable. However, voluntary contributions will be requested for trips which take place mainly within school hours.
2. Instrumental music tuition and /or loan of instruments may be compulsorily charged unless it is part of a National Curriculum course.
3. Children will have access to peripatetic music teaching. Notice to discontinue peripatetic music tuition for the next academic year, must be in writing by the end of the spring term. Commitment for tuition is made for a whole academic year and the school is required to employ the peripatetic teacher for the whole year. Should children give up within the year no refund will be given unless the place is filled by another child.

The scale of charges will be in accordance with HCC guidelines and Appendix A.

4. In practical/craft activities parents may be asked for the full or partial cost of materials or ingredients if they have indicated in advance that they wish to own the finished product.
5. Where an activity cannot be sufficiently funded it may have to be cancelled and this will be made clear from the outset.
6. Parents will be asked to pay for residential costs of off site activities and may be asked for voluntary contributions to cover the cost of travel and organised activities. Parents will be advised of the cost of the residential visit at least six months prior to the visit taking place.
7. Attendance at After School Club will be charged. Charges will be set annually, with the intention to cover the cost of staff, resources, a contribution to utilities and building costs and any other costs that are related to the provision of the club.
8. Parents will be asked to pay for the cost of making good damage to the school's property eg defaced books, broken window, where this is the result of the child's behaviour or negligence.
9. Requests from parents for financial help and assistance will be sympathetically considered in consultation with the Head Teacher and chair of the Finance Committee, and will be provided within the limits of the school budget. Complete confidence will be observed in such matters.

10. A list of payments will be kept and reconciled with the financial accounts.
11. Parents have the opportunity to pay online, which is recorded in the school accounting system.

Agreed by Finance Governors: October 2017  
Review date: October 2018

## **Appendix A**

### **Charging for musical instrument tuition**

- Termly fees of £68 (irrespective of the number of weeks per term) to be paid in advance. Where group numbers are low, the school may withdraw the tuition.
- Fees will be reimbursed (on a pro-rata basis) for unavoidable staff absence.
- Fixed rates until July 31<sup>st</sup> 2018.

### **Charging for After School Club**

- Attendance will be charged at £7.50 per session, paid in advance.
- This rate is fixed until July 31<sup>st</sup> 2018.

### **Sports & Other Clubs**

- Clubs will incur charges in the case that external costs are incurred in the provision of the club.
- Governors will review the charges on a termly basis.