



Charging Policy

Approved by:
(Governing Body)

Date: December 2021

Accepted by:
(Headteacher)

Next Review Date:December 2023

Kirkleatham Hall School

Charging Policy

Introduction

The staff and Governors of Kirkleatham Hall School believe that all pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents' financial means.

The 1996 Education Act requires all schools to have a policy on charging and remissions for school activities, which will be kept under regular review. The review date for this policy is recorded at the end of the document.

The policy identifies activities for which charges will not be made, charges will be made and charges that may be waived.

Voluntary Contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit.

The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. These activities are known as "optional extras". This list is not exhaustive:

- Visits to museums;
- Sporting activities/outings which require transport expenses;
- Outdoor adventure activities;
- Visits to a theatre;
- School trips out of area/abroad;
- Musical events;
- Residential trips;
- Extended school clubs

The Law says:

1. If the activity cannot be funded without voluntary contributions the parents will be notified of this from the outset.
2. No child will be excluded from an activity because parents are unable to pay.
3. If insufficient contributions are raised, the trip or activity may have to be cancelled.
4. If a parent is unwilling or unable to pay, their child will be given an equal chance to go on the visit.

Residential Activities

For residential trips deemed to take place during school time no charges may be made for any part of the trip other than for the board and lodgings costs of that trip. For residential trips deemed to take place outside school time charges may be made.

School will make charges for residential trips to cover the cost of board and lodging. Costs of transport will be subsidised but parents and carers will be asked for a voluntary contribution.

Remissions

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can legally be made will be offered at no charge or a reduced charge to parents in particular circumstances. This remissions policy sets out the circumstances in which charges will be waived.

Pupil Premium will be used to support families in receipt of the benefits below and to subsidise activities as outlined in voluntary contributions paragraph above.

Families Qualifying for Remission or Help with Charges

Criteria for qualification for remission are given below.

Category A

Parents in receipt of:

- Income Support or Pension Credit or
- Jobseekers Allowance (Income based) or
- Child Tax Credit and their joint Annual Taxable Income is £16,190 or less.
- Employment and Support Allowance (Income Related)

(Please note the criteria above match the criteria for eligibility for free school meals)

Parents/Carers who feel they may have other special circumstances requiring assistance with payment will be offered an appointment to discuss these with the head teacher. The final decision with regard to assistance payment lies with the head teacher.