

CHARGING POLICY

Greenacre School





Greenacre School CHARGING POLICY FOR EDUCATIONAL VISITS AND TRIPS

This policy must be read in conjunction with the schools mission statement.

Purpose

To ensure that the principle of free of charge education during school hours is understood and enacted.

Voluntary Contributions

Although we do not charge for most of our school time activities, we invite parents to make a contribution to make school funds go further. If an activity or visit cannot take place without voluntary help from parents, this is explained to the parents at the planning stages. The essential point is that no pupil is left out of an activity because their parents cannot or will not make a contribution. It may be necessary to state that the activity will not take place if parents are reluctant to support it. Contributions must however be genuinely voluntary. The terms of the contribution must be made clear:

- a) that there is no obligation to contribute; and
- a) that registered pupils at the school will not be treated differently according to whether or not their parents have made any contribution in response to the request

There is no limit on the level of voluntary contribution, which parents or others can make to school activities, nor is there any restriction placed upon the use, which can be made of such contributions. A request for a contribution towards the cost of a particular activity could include the cost of travel for accompanying adults.

Education Partly During School Hours

Sometimes an activity may happen partly during and partly outside school hours. If most of the time spent on a non-residential activity occurs during school hours, that activity counts as taking place entirely in school hours and no charge can be made. Example: a long distance trip might involve much travel before and after normal school hours; the trip would count as happening in school time and be free of charge. A trip which involved leaving school an hour or so earlier but that went on until late in the evening would be classified as taking place outside school time. Charges would then be allowed.

Residential Activities

A trip counts as falling within school time if the number of school sessions missed by the pupils amounts to half or more of the number of days taken up by the activity.



For a residential activity taking place largely during school time or essential to the education provided by the school, no charge can be made for the education or the cost of the travel.

However, charges can be made for board and lodging in these circumstances, except for pupils whose parents are receiving Income Support or other relevant benefits. An appropriate member of staff (a member of the Leadership Team or the Finance Manager) will advise parents of the right to claim free activities if they are receiving such benefits.

Remission

Parents who have contributed voluntarily may have a refund if their child is unable to take part in the trip through illness.

Pupil Premium Grant (PPG)

PPG will be used to ensure that eligible pupils have access to enrichment activities alongside their peers, ensuring no individual pupil or group of learners is disadvantaged.

Exceptional Circumstances

The Governors agreed to place a nominal sum in the budget to cover any circumstances considered exceptional by the Headteacher.

Equality Monitoring

This statement demonstrates our commitment to ensure we give due regard to:

Eliminate discrimination and other conduct that is prohibited by the act

Advance equality of opportunity between people who share a protected characteristic and people who do not share it

Foster good relations across all characteristics between people who share a protected characteristic and people who do not share it