



# Christchurch Infant School

## Charging Policy

<b>Next Review Date:</b>	<b>November 2022</b>
<b>Date:</b>	<b>November 2021</b>

# CHRISTCHURCH INFANT SCHOOL

## CHARGING POLICY

The governing body of Christchurch Infant School have agreed that the majority of activities that take place during the school day and resources used by the children during school hours will be funded by the school – either through delegated budget or unofficial funds. *On occasions the PTFA may be asked to help purchase specific items or fund special events.*

### Voluntary Contributions

The Governing Body may ask parents/carers for voluntary contributions towards the cost of:

- **Any activity that takes place during school hours**
- **School equipment, and**
- **School funds generally**

When any such a donation is requested it is made clear that failure to make a donation will not jeopardize their child's entitlement to take part in the activity. Any charge must not exceed the actual cost of providing for the activity and must be divided equally amongst participating pupils. It must not include subsidies for any other pupils wishing to participate in the activity whose parents are unwilling or unable to pay for the full charge.

At the same time parents are made aware that, if a large shortfall occurs between the cost of an activity and the total raised through donation, the Headteacher may have to cancel the event or sanction the use of school funds.

(The amount requested for activities is calculated to cover costs and where possible additional funding, such as grants, is sought to keep charges to a minimum.)

### Optional Extras

Charges may be made for some 'optional extras'. These are

#### **Education provided outside of school time that is not:**

- Part of the national curriculum
- Part of a syllabus for a prescribed public examination or
- Part of religious education.

#### **Examination Entry Fee(s) if the registered pupil has not been prepared for the exams at school**

#### **Transport that is not required to take the pupil to school**

**Board and lodging for a pupil on a residential visit.** (Parents in receipt of benefits will be exempt from cost of board and lodging.)

Charges for optional extras may include cost of materials, non teaching staff or teaching staff engaged under contract purely to provide the optional extra. Any charge must not exceed the actual cost of providing for the activity and must be divided equally amongst participating pupils. It must not include subsidies for any other pupils wishing to participate in the activity whose parents are unwilling or unable to pay for the full charge.

The school may make an exception on a payment that it would normally expect to receive under this charging policy for a family facing extremely difficult financial circumstances.

Parents are made aware of this policy through the School Prospectus, website and letters home. It is kept under review on a regular basis by the Resources Committee.

*This policy has been reviewed in line with the 9 principles set out in the Single Equality Policy and an initial screening Equality Impact Assessment has been carried out.*

March 2018, June 2019, Oct 2020, Nov 2021