



Wolverham Primary School

Policy on Charging

Introduction

This charging policy has been compiled in accordance with Sections 449-462 of the Education Act 1996, which set out the law on charging for school activities in schools maintained by local authorities in England.

School Visits

Visits To Fulfil Statutory Requirements

In the event of the school seeking to run a **day trip**, which is designed to fulfil a statutory requirement (i.e. any requirements of the National Curriculum or Religious Education) no **compulsory** charges can be levied on parents /guardians by the school. With the exception of those meeting the school's charging remissions policy criteria, parents/guardians will be charged the actual cost of board and lodgings for any **residential trip** of this nature, regardless of whether the trip takes place inside or outside school hours.

Other Visits (Non-Statutory Requirements)

In addition to educational visits, the school frequently runs day and residential trips that are outside statutory requirements. Such visits may take place during or outside school hours and a voluntary contribution may be asked for.

Residential visits

If the school organises a residential visit in school time, which is to provide education directly related to the National Curriculum, we suggest a charge to cover the costs of travel, board and lodging, (although parents who receive state benefits are often exempt from this charge). If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

Pupil premium is currently used to heavily subsidise the cost of visits and residential trips. During school year 2008 – 2009, 2009 – 2010, 2010-2011, 2011 – 2012, 2012-2013, 2013-2014 the Governors have formally agreed to fund 50% of the cost of residential visits.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. We also currently participate in the Wider Opportunities music programme within some of our key stage two classes. We do not currently charge for these lessons and pupil premium is used to cover the cost of the purchasing of instruments and the music teaching.

Wolverham School also provides additional music tuition in the school; there is a charge for individual or small-group music tuition, since this is an additional curriculum activity,

and not part of the National Curriculum. These individual or small-group lessons will be taught by peripatetic music teachers. A charge for these lessons is made directly to the parents. School has, and continues to, part fund the cost of the lessons and this will continue whilst budgets allow for this. The additional costings are met through the use of pupil premium.

The cost of music lessons for Children in Care **will not** be made to the carers. School will use pupil premium to fund these sessions.

Lettings

The school will make its facilities available to outside users and fees will be charged generally in-line with the Local Authority's recommended schedule of charges, which is updated annually, although the Headteacher has discretion to negotiate variations to these charges to meet the school's needs.

Damage/Loss to Property

A charge will be levied in respect of wilful damage, neglect or loss of school property (including premises, furniture, equipment, books or materials), the charge to be the cost of replacement or repair, or such lower cost as the Headteacher may decide.

Personal Phone Calls

Generally, staff are discouraged from using the school's phones for making personal phone calls, unless for emergencies. Any personal calls made should be logged with the office and will be charged based on the itemised cost (if long distance/duration) or 25p per call for short local calls.

Voluntary Contributions

Where the school cannot levy charges, and it is not possible to run trips (or other activities) within the resources ordinarily available to the school, parents/guardians will be invited to make voluntary contributions. In the event of insufficient voluntary contributions being received, the activity is likely to be cancelled with any voluntary contributions received being refunded. Pupils will not be discriminated against on the basis of whether voluntary contributions have, or have not, been made on their behalf.

Remissions Policy for Pupils entitled to Pupil Funding

Parents/guardians **MAY** be exempt from paying for board and lodging costs on residential visits that are run by CWAC and are designed to fulfill statutory requirements, if they are in receipt of any of the following:-

- Ⓢ Income Support;
- Ⓢ Income Based Jobseekers Allowance;
- Ⓢ Support under Part VI of the Immigration and Asylum Act 1999;
- Ⓢ Child Tax Credit (not working Tax Credit), the family's annual income (as assessed by Her Majesty's Revenue & Customs) does not exceed £16,190
- Ⓢ The guarantee element of State Pension Credit

The remissions criteria outlined above are identical to the criteria for Free School Meals eligibility. The school strongly encourages any parent/guardian, who is in receipt of such benefits, to claim their full entitlement. Proof of current entitlement to any of these benefits would need to be provided to the school in the event of a remission in charges being requested where the pupil is not in receipt of Free School Meals.

Any parent/guardian experiencing difficulties in meeting any charges should discuss the matter in confidence with the Headteacher.

To find out if your family is entitled to free school meals – contact the school meals helpline on 0300 123 7039

Holiday Provision

If the school runs a small selection of holiday clubs at different times during the year, the income from the children attending the club must cover the total cost of expenditure. If this is not the case the club may not be able to run. The main school budget or pupil premium may be used to fund staffing for the running the holiday club.

Breakfast Club

The current price for breakfast club is 50p per child, per session. This includes a drink and breakfast. Staffing and non-food resources are funded through the use of pupil premium.

Pupil Premium

2011 – 2012

£34,160 Pupil Premium was used to fund free snack (toast) 3 days a week, part fund music lessons, residential visits, visits throughout the year, providing new starters with a school jumper and PE kit, the hire of swimming pool costs, purchase of toothbrushes and toothpaste for all children in nursery through to year two, breakfast club staffing, additional support staff and a volunteer from Passion for Learning to work with identified pupils.

2012 – 2013

£52,615 Pupil Premium was used to fund free snack (toast) 3 days a week, part fund music lessons, residential visits, visits throughout the year, providing new starters with a school jumper and PE kit, the hire of swimming pool costs, purchase of toothbrushes and toothpaste for all children in nursery through to year three, additional support staff, a volunteer from Passion for Learning to work with identified pupils, purchase of pantomime tickets for all pupils and the purchase of additional ICT resources.

2013-14

£87, 920 Pupil Premium was used to fund free snack (toast) 3 days a week, part fund music lessons, the running of music workshops and enhancement, residential visits, trips and visits throughout the year, providing all pupils, including new starters with a school jumper, providing new starters with a PE kit, the hire of swimming pool cost, purchase of toothbrushes and toothpaste for all children in nursery through to year three, breakfast club staffing, additional support staff, purchase of pantomime tickets for all pupils and the purchase of bug busting kits.

2014-15

£121, 622.22 Pupil Premium is projected to be used to fund free snack (toast) 3 days a week, to provide breakfast during SATs week for Y6 pupils, to part fund music lessons for all children, for music workshops and enhancement, residential and other visits throughout the year, to purchase pantomime tickets, to provide some items of school uniform for all

Pupil Premium registered pupils, to provide all new starters with PE kits, the hire of swimming pool costs, purchase of toothbrushes and toothpaste for all children in nursery through to year six, breakfast club staffing and provision, additional staffing support, a volunteer from Passion for Learning to work with identified pupils, the purchase of bug busting kits, specialist Dyslexia teaching, behaviour support consultant, optional additional extracurricular homework clubs and additional sporting opportunities.

Policy Review

This policy will be subject to regular review to ensure its compliance with legislative requirements and the appropriateness of charges being levied.

Policy reviewed April 2015

Date for review Autumn 2018

Appendix

Suggested Cheshire West and Chester School Letting Charges August 2014 – July 2015

Community and Commercial charges from August 2014

	CWAC adult and Community Learning Usage	Public Community use (2/3 of actual cost return rate)	Outside company profiting from the letting commercial use Actual cost return rate
	Per hour	Per hour	Per hour
Hall	£19.45	£38.90	£58.40
Classroom	£9.13	£18.25	£27.35
Subsequent classroom	£2.48	£4.95	£7.40
Football/rugby/hockey/cricket pitch	Weekday £28.40		
	Weekend £37.55		
County Council Election Charges from April 2014			
Hall	No charge		
	No charge		