

Charging Policy



Cardinal Road Nursery and Infant School

Charging and Remissions Policy



Policy Written: Spring 2005

Reviewed autumn 2007, 2008, 2009, 2010, 2011, 2012,
2013, 2014, 2017, 2018, 2021, 2024

Review Date: Autumn 2028

Signed.....

Charging and Remissions Policy

1 Introduction

Definitions

Charge: a fee payable for specifically defined activities

Remission: the cancellation of a charge which would normally be payable

- 1.1 All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum
- 1.2 The law on charging in connection with education in maintained schools is set out in sections 449 - 462 of the Education Act 1996.
- 1.1 No charge may be made by a school's governing body unless it is included in the policy.
- 1.2 Parents/carers are asked for contributions but cannot be directed to pay.

2 Roles and Responsibilities

- 2.1 The governing body has overall responsibility for the charging and remissions policy.
- 2.2 The Headteacher is responsible for ensuring charges will be no greater than the actual cost
- 2.3 The Headteacher will ensure children are not excluded from activities due to parent/carers financial situation.

3 Voluntary Contributions

- 3.1 When organising school trips or visits, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. Voluntary contributions from parents would be returned if a trip is cancelled. 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.

Charging Policy

- 3.2 If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a 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. Parents have a right to know how each trip is funded. The school provides this information on request.

4 Music Tuition

- 4.1 All children study music as part of the normal school curriculum. We do not charge for this.
- 4.2 Outside providers charge for music tuition whether delivered to a group or individually
- 4.3 The outside providers determine their charges and parents/carers make payments directly to them

5 Damage to Property or Resources

- 5.1 Parents/carers may be asked to contribute towards the cost of school property or resources, which have been deliberately damaged or lost.

6 After School Clubs

- 6.1 The school offers additional activities for pupils. They are organised and run by members of the local community and school staff. The school makes a charge for each session, which does not fully cover the cost.
- 6.2 Pupil Premium children in Yr2 are offered a free After School Club
- 6.3 If there is an insufficient number of pupils to cover the cost the club will be cancelled and parents/carers will be reimbursed.

7 Photocopying

- 7.1 We make a small charge for bulk photocopying as stated in our Freedom of Information Act policy
- 7.2 We do not charge for single copies of documentation requested

8 30 Hours

- 8.1 The school offers 30 hours provision to Nursery children to those families who are eligible

Charging Policy

- 8.2 An additional 50min is possible at the end of the session for a charge of £4 per session
- 8.3 Payment for additional Nursery sessions for 30-hour children is requested in advance

9 School Uniform

- 9.1 There is a charge for School Uniform. Prices are made available for Parents/Carers

10 Financial Difficulties

- 10.1 The school will provide support for families who are experiencing financial difficulties including providing uniform and attending After School Clubs

11 Enrichment Activities

- 11.1 The Headteacher alongside Senior and Middle Leaders organises a wide range of enrichment activities to enhance children's learning.
- 11.2 The enrichment timetable includes special days, school trips, workshops, travelling theatre companies and visitors to the school.
- 11.3 A schedule of activities is on the school website.
- 11.4 There is a cost centre agreed with governors, in the school's budget to support the enrichment timetable.