



"Inspiring a love of lifelong learning"

Charging Policy

Policy date: March 2019
Review date: March 2022

Learning at Charville is underpinned by our Core Values

Respect
Independence
Self-belief
Honesty
Caring
Determination

1. Scope

- 1.1 The Governing Board of Charville Academy has determined that the school may make charges and seek voluntary contributions from parents/carers for school activities provided for registered pupils at the school based on the information set out in the main part of this document.

2. Aim

- 2.1 Charville Academy supports the principle that the academy curriculum be available to every child and that charges do not necessarily limit any child's access to the curriculum. Any school visits or activities will be planned with a view to making them accessible to as many pupils as possible. Where charges are levied they will be fair and easily understood by all. As much notice as possible will be given to parents/carers when identifying a cost for a school visit.

3. School Hours

- 3.1 School hours are those hours when the school is in session and do not include the break in the middle of the school day.
- 3.2 The school prospectus and school website sets out the start and finish of the morning and afternoon sessions of Charville Academy.

4. Free Education

- 4.1 Education provided by the school will be free of charge if it takes place wholly or mainly during school hours except in the following cases:
- charges may be made in respect of individual tuition/small groups for any extra-curricular activities
 - charges not exceeding the cost of the board and lodging for a pupil where the school activity involves that pupil in nights away from home. This will apply whether the activity is deemed to have taken place in school hours or not
- 4.2 If a child is not collected by 3.30 the child will be sent to our after-school club (CAST) and your ParentPay account will be charged £8.00 for the session. The same applies if they are not collected from one of our after school clubs which finish at 4.15 p.m.
- 4.3 No charges will be made for education or associated incidentals provided wholly or mainly outside school hours for registered pupils where the education is provided:
- to fulfil requirements specified in the syllabus for a prescribed public examination
 - specifically, to fulfil statutory duties relating to the National Curriculum
 - specifically, to fulfil statutory duties relating to religious education

5. Optional Extras

- 5.1 Regulations enable a charge to be made for education provided for registered pupils wholly or mainly outside school hours if the provision does not come within any of the categories outlined in 4.3 above.
- 5.2 The school may provide a range of optional extra activities. Where an appropriate charge will be made.
- 5.3 Parents/carers will be notified in advance of the activity being provided and the charge that is to be made. If less than 90% of contributions are collected, then trips / activities may be cancelled (unless subsidised by Pupil Premium). If there is an insufficient number of pupils to cover the cost of the activity, the activity will not be provided.
- 5.4 Any charge made in respect of individual pupils will not exceed the actual cost of providing the optional extra activity, divided equally by the number of pupils willing to participate (or maximum number for the activity).
- 5.5 The cost may include:
- a pupil's travel costs
 - a pupil's board and lodging costs
 - materials, books, instruments and other equipment
 - non-teaching staff cost
 - entrance fees to museums, castles, theatres etc.
 - insurance costs
 - any costs of engaging teaching staff specifically for the purpose of providing the activity

6. Voluntary contributions

- 6.1 The funds available to the school are limited to monies provided by the Department for Education and any additional monies raised by the school. In order to provide the best educational provision for pupils at the school the Governing Board has agreed that the school may seek contributions from parents/carers for the benefit of the school or in support of any school activity whether during or outside school hours, residential or non-residential.
- 6.2 A contribution request may relate to:
- a general fund which may cover various school activities
 - a specific activity
 - the provision of materials, books, instruments or other equipment

- 6.3 In the case of a specific activity, the school may indicate the contribution per pupil which would be required if the activity were to take place. If there were insufficient contributions from parents/carers the activity may not take place.

7. Charging in kind

- 7.1 For certain practical subjects such as home economics and DT, parents/carers may be asked in advance of the course commencing whether or not they would wish to own the finished product.

Parents/Carers may be asked to supply certain ingredients and/or materials

Parents/Carers may be asked to pay for the cost of the school providing the ingredients and / or materials

8. Damage to school property and equipment

- 8.1 If a pupil's behaviour results in damage or loss of school property or equipment, the school will ask parents/carers for any associated cost of replacement.