



CHARGING POLICY

General

No pupil will be omitted from day visits because of their parents' unwillingness or inability to contribute. The governing body does, however, reserve the right to cancel the visit if insufficient funds are available. Parents are asked for a weekly voluntary contribution to snack wherever possible.

Detail

The school may charge for the following activities/matters:

- Columba Market Wraparound Care including Holiday Club
- School Visits
- School Journey
- Loss of or damage to school property

Columbia Market Nursery School Charging Policy

The Education Act 1996 requires all schools to have a policy on charging and remissions for school activities, which will be kept under regular review.

The Governors of Columbia Market Nursery School believe that all pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents' financial means. This charging policy describes how they will do their best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils from taking full advantage of the opportunities.

Separately from the matter of charging, schools may always seek voluntary contributions in order to offer a wide variety of experiences to pupils. All requests for voluntary contributions will emphasise their voluntary nature and the fact that pupils of parents who do not make such contributions will be treated no differently from those who have. However, the school reserves the right to cancel any trip or activity for which insufficient contributions have been raised.

The Governing Body of Columbia Market Nursery School will charge for the following activities:

- OoSHL activities that would not otherwise be run as the school does not have sufficient funds. If this is the case, then the full cost will be charged.
- Education partly out of school hours - when a trip is mainly out of school hours including the travelling time. The full cost of the trip will be charged unless donations or grants have been obtained. If so, then the cost will be shared out equally between all going after the grant or donation has been subtracted.
- Musical Instrument Tuition - Charges will be made for teaching either an individual pupil or a small group of four or less, if the teaching is not an essential part of the National Curriculum. The full cost will be charged.
- Residential Activities which are mainly during school time – pupils cannot be charged for the education (National Curriculum or RE based) or the cost of the travel.

Charges can be made for board and lodging except for parents who are in receipt of the following benefits:

- Income Support
- Income-based Job Seekers Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (providing that they do not also receive Working Tax Credit and have an annual income, assessed by the HMRC, that does not exceed £16,640)

The Headteacher should make it known to all parents that they have a right to claim free activities if they are receiving benefits.

The amount charged to each individual will not exceed the actual cost of the activity.

It is permitted for the cost to each individual to have the costs of the designated staff included as long as that member of staff has a separate contract for the activity. This could be in the form of a letter from the Headteacher asking if they will provide a service on a particular occasion.

Notwithstanding the above, the governors reserve the right to waive charges for any activity on a case by case basis.

Written November 2018

Review November 2020