

Charging Policy



Policy reviewed by Headteacher & the Finance Committee September 2015

Next review date

September 2016

To maintain the right to free school education and to preserve the valuable optional provisions, Herne Bay Infant School has adopted the following policy in accordance with the Education Reform Act 1988.

Voluntary contributions will be sought from parents to facilitate the continuation of activities during school hours for which charges may no longer be made. No child will be excluded from any activity if such a voluntary contribution is not made.

Charges may be made for -

1.
 - a) Individual or small group tuition in playing any musical instrument (excluding singing tuition)
 - b) Meeting the cost of breakages or damage as a result of pupils' behaviour
 - c) Transport other than that excluded under 2 (d)
 - d) Cost of entry to other than a prescribed examination
 - e) Optional extras, eg. the cost of materials for such subjects as Craft and Home Economics, where parents have indicated that they wish the finished article to be owned by them or the pupil.
 - f) Attendance at clubs outside normal school hours

The agreement of parents will be obtained in advance to pupils' participation in any activity for which a charge is to be made.

Charges will NOT be made for -

2.
 - a) Admission to Herne Bay Infant School
 - b) Cost of entry to any prescribed public examination taken by a pupil
 - c) Education provided during school hours, including the provision of materials, books, instruments or other equipment, with the exception of music tuition as mentioned in 1(a). Activities, such as a trip, taking place during school hours may be funded by voluntary contributions from parents.
 - d) Transport to other places at which the Authority or the Governing Body has arranged for education to be provided, or for transport between home and school where this is considered necessary under the 1944 Education Act.

Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't. Support for cases of hardship will come through voluntary contributions and fundraising.

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

Arrangements for monitoring and evaluation

The Finance Committee or the governing body will monitor the impact of this policy by receiving on an annual basis, a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies.