

St Cecilia's Catholic Infant & Nursery School



CHARGING POLICY 2016-17

Charging Policy for School Activities

Aim

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents/carers.

The Governing Body of St. Cecilia's Infant School has adopted the following Local Authority Policy in connection with the matter of charging for school activities.

School trips and visits form an important part of the curriculum offered by the school. Although parents are not required to pay for such visits, they will be asked to make voluntary contributions towards the cost. **Please be aware that no child will be excluded from a school trip in relation to payment.** However, it is hoped that parents will feel able to support the school in its efforts to provide a full and interesting curriculum for all children. No child will be allowed to go on an out of school trip without written consent from his/her parent/carer.

If the contributions received are not sufficient to enable a planned trip or visit to take place, the Head teacher may feel it necessary to cancel the trip.

Where there are genuine cases of financial hardship, it is hoped that the families concerned will make the Head Teacher aware of the situation so that discreet financial assistance can be given, for example those families entitled to Pupil Premium funding.

Additional Charges

Materials and Ingredients for Practical Subjects

On some occasions charges may be made for materials where the finished product will be taken home. The charge will be equivalent of the cost of the materials.

Extra-Curricular and School Clubs

Clubs and activities provided by third parties will be chargeable.

Damage/Loss to Property

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Head Teacher in consultation with the Chair of the Governing Body may decide it right to make a charge. Each incident will be dealt with on its own merit and at their discretion.