



### **Purpose**

The purpose of the policy is to ensure that, during the school day, all children have full access to a broad and balanced curriculum.

### **Roles and Responsibilities**

The Head Teacher will ensure that the following applies:

### **During the school day**

All activities that are a necessary part of the Curriculum will be provided free of charge. This includes any materials, books, instruments or other equipment to take part in the school activity. It excludes charges made for teaching an individual pupil or groups of up to four pupils to play a musical instrument.

Voluntary contributions may be sought for activities during the school day which entail additional costs, (for example: educational visits, visiting theatre companies, authors etc.)

In these circumstances no pupil will be prevented from participating because his/her parents are unable to make a contribution.

### **Optional activities outside of the school day**

We may charge for optional, extra activities provided outside of the school day, for example football, gymnastics, Lingo Stars. Such activities are not part of the Curriculum, nor are they part of an examination syllabus.

### **Wrap Around Provision**

We will charge for Breakfast Club, Tea Time Club and any additional nursery provision which we may be able to offer from time to time. The costs of these provisions are available upon request.

### **Education partly during the school day including residential activities**

If a non-residential / residential activity happens partly inside the school day and partly outside of it, there will be no charge if most of the time to be spent on the activity falls within the school day. Conversely, if the bigger proportion of time spent falls outside of the normal school day, charges may be made. When such activities are arranged parents will be told how the charges were calculated.

### **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 and pupil premium.

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

### **Lettings**

The school will make its facilities available to outside users at a charge of at least the cost of providing the facilities. Any request will be considered by the Strategic Team in the first instance and a scale of charges then made available to the enquirer.

### **Arrangements for monitoring and evaluation**

The Strategic Team of the governing body will monitor the impact of this policy by receiving a financial report annually on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies. It will seek to evaluate the impact to the school budget.