

The Family of Learning Trust

Charging Policy



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The Family of Learning Trust

Charging Policy (Finance Policy 5)

Introduction

At Dean Field School, all education during school hours is free. We do not charge for any activity undertaken as part of the Curriculum. However, we do sometimes ask for voluntary contribution towards the cost of transport.

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.

Optional Extras

Charges may be made for some activities that are known as 'optional extras'

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- outdoor adventure activities;
- visits to the theatre;
- school trips.
- After School Clubs
- Holiday clubs

Charges may be made for non-residential activities (other than those listed above) which take place outside school hours but only if the majority of the time spent on that activity takes place outside school hours (time spent on travel counts in this calculation if the travel itself occurs during school hours).

Residential visits

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of board, lodging and travel expenses. If parents are experiencing financial difficulty they are invited to discuss this in confidence with the Headteacher.

Music tuition

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or group music tuition if this is not part of the Curriculum. If parents are experiencing financial difficulty, they are invited to discuss this in confidence to the Headteacher.

Swimming

The school organises swimming lessons for children in various year groups. These take place in school time and are part of the Curriculum. Therefore we do not charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons

Books and Equipment

There will be no charge for texts, exercise books or equipment used at school.

If items of school property are defaced, lost or damaged parents will be expected to pay for a replacement.

Remissions

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can legally be made will be offered at no charge or a reduced charge to parents/carers in particular circumstances. This remissions policy sets out the circumstances in which charges will be waived.

Families qualifying for remission or help with charges.

If remission or help is available in relation to a particular charge it is indicated in the right hand column of the table above. Criteria for qualification for remission are given below.

Category A

Parents/carers in receipt of

- Income Support
- Income-based Jobseekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (providing that they are not entitled to Working Tax Credit and have an annual income, assessed by Her Majesty's Revenue and Customs.

Category B

Families suffering from short term financial hardship.

- Individual cases will be considered by the Headteacher in light of family financial circumstances. Parents/carers seeking remission or help with charges should contact the Headteacher in the first instance

Additional considerations

The governing body recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following

guidelines:

- Where possible we shall publish a list of visits (and their approximate cost) at the beginning of the school year so that parents/carers can plan ahead
- We have established a system for parents/carers to pay in instalments
- When an opportunity for a trip arises at short notice it will be possible to arrange to pay by instalments beyond the date of the trip
- We acknowledge that offering opportunities on a 'first pay, first served' basis discriminates against pupils from families on lower incomes and we will avoid that method of selection.