

Wootton Bassett Infants' School

Charging Policy

Updated: September 2017

Review: September 2018

The purpose of the policy is to ensure that there is clarity over those items which the school will provide free of charge and for those items where there may be a charge. This policy has been written with Local Authority and DfE guidance.

Definition of a School Day

The school day is defined as: 8.50 am to 11.55 am and 1.00 pm to 3.00 pm. The midday break does not form part of the school day.

No charge can be made for admitting pupils to maintained schools. Education provided during school hours must be free. This includes materials and equipment

Responsibilities

The Headteacher will ensure that staff are familiar with and correctly apply the policy.

The Governors will review the policy annually.

Policy Statement

During the school day all activities that are a necessary part of the National Curriculum plus religious education will be provided free of charge.

Voluntary contributions will be sought for activities during the school day which entail additional costs, e.g. admission charges, transport and costs incurred by a visiting theatre group or workshop held in school. In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution, but if insufficient funds are available it may be necessary to cancel activities.

Calculating Charges

When charges are made for any activity, whether during or outside 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 or won't.

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