Be The Change

'BE THE CHANGE YOU WISH TO SEE IN THE WORLD'

BE THE CHANGE TRUST
Charging and Admissions Policy

Introduction

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.

Definition

The school day is defined as: The midday break does not form part of the school day.

Responsibilities

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

The Governors will review the policy every three years in October.

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. This includes any materials, equipment and transport to take pupils between the school and the 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.
In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. [If insufficient funds are available it maybe necessary to curtail or cancel activities]

Optional activities outside of the school day

We may charge for optional, extra activities provided outside of the school day, for example theatre visits.

Residentials

Charges are made for residential visits to cover the costs incurred.

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 cannot or will not. Support for cases of hardship may be available.

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

Approved by Governors September 2018

Review September 2018