



## CHARGING POLICY

This is the Governing Body's considered statement of intent for charging.

### Voluntary Contributions for Educational Visits

Parents will be asked to make a voluntary contribution to the cost of all academic field trips unless otherwise subsidised by a grant or some such other funding stream. Voluntary contributions will however make up the only way to pay for the trips in the majority of cases. Where there is insufficient take up, or no way to make up the shortfall from school funds, the trip will have to be cancelled.

Trip costs will be capped at £15 per child in order to provide affordable experiences for most families.

For children on FSM we offer the same trip free of charge.

*Voluntary contributions will consist solely of the cost of the coach hire and the entrance fee to the provider divided by the number of people going on the trip, there will be no profit made.*

### Residential Trips

The same rules apply for the costings of residential trips. *Residential trips costs will consist solely of the cost of the coach hire and the provider's fee, divided by the number of people going on the trip, there will be no profit made.*

Where there is a known cost in advance the office will provide parents with an opportunity to pay by instalments over a series of weeks, (the longest period possible from booking to payment).

Where the parents are entitled to free school meals in addition to one of the following; Income Support, Jobseeker's Allowance, Child Tax Credit provided the parent is not entitled to Working Tax Credit and their annual income does not exceed £15,575; we will provide the same experience with a 50% discount and we will apply to the benefits office at Calderdale for payment support.

### After School Clubs

Wherever possible after school clubs will be sought which do not have cost implications. When costs are necessary they will be kept to a minimum.

### Uniform

Uniform, book bags and water bottles are sold to parents at the unit purchase cost. Due to the numbers ordered there is no charge for post and packaging to be met.

### **Books and equipment**

Although the use of these items is free in school, if it is deemed that there has been a lack of care during the period of time loaned out to parents, resulting in damage to books or equipment then parents may be asked to reimburse school for the unit cost.

### **Music**

Our school is committed to the musical development of our pupils and as such we introduce whole class recorder lessons from Year 3. The children are charged £3.65p for a beginner's recorder which should see them through the whole of Key Stage 2. These are purchased through YPO and passed to the children at cost.

### **Damage to School Property**

If school property is damaged by negligence or wilful misadventure the parents' of the pupil will be contacted and a reimbursement requested to pay for replacement or repair.

### **School Meals**

School meals are delivered daily from Riverside Junior School. The delivery is made by taxi drivers and as such the cost passed on to our pupils is made up of the cost of the meal itself plus the hire of the taxi and its driver for that delivery.

We must also take into account the fluctuations of the demand for school meals day to day, week to week and across the whole year. As such we are bound to the costs worked out by our provider school and pay quarterly towards that cost. We have worked out the cost from January 2018 which will be £2.10 per child, £2.52 for adults. This provision will be reviewed carefully in conjunction with our bursar, on a termly basis, to ensure that we are still able to cover costs.

Infant meals are free due to the Government's Universal Infant Free School Meals initiative.

### **Nursery Care**

Nursery care over and above the expected 15 hours entitlement is being charged for at a rate of £4 per hour. This amount has come about as a result of costings made by the LA as a result of EYFSF changes from September 2010. The LA averaged this amount to be £3.37. The cost we have agreed has come about from a desire to cover on costs and to simplify for parents who would want multiple hours.

We have agreed this cost in conjunction with the LA and other local settings in order to provide an agreed amount across the area.

Charges made for the hire of school facilities are laid out in the **Lettings Policy**

**Reviewed January 2018**