

Watercliffe Meadow

A place for Learning

Policy Name: Charging Policy

Date of policy: October 2017

Member of staff responsible: Ian Read, Headteacher

Date reviewed and ratified: 6.2.19
27.03.24
30.04.25

Date of next review: See Governor Hub

Governors Present: Ian Read, Lee Hilton Brammer, Jason Hutson,
Glynn Riches, Caroline Cigala

Charging Policy

1. Introduction

- 1.1. All education during school hours is free.
- 1.2. We do not charge for any activity undertaken as part of the National Curriculum with the exception of some individual or group tuition.
- 1.3. For some activities, however, we do ask for a voluntary contribution from parents and carers.

2. Voluntary Contributions

- 2.1. When organising school trips, visits or visitors, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the activity.
- 2.2. All contributions are voluntary.
- 2.3. We suggest by letter a figure for parents to contribute which is generally as set out below:

● Visits up to £6 - families are asked to pay full amount
● £6.01 to £8.00 - families are asked to pay 90% of the full amount
● £8.01 to £10.00 - families are asked to pay 75% of the full amount
● £10.00 and above - families are asked to pay 65% of the full amount

The balance is met from school allocated funding.

- 2.4. If we do not receive sufficient voluntary contributions we may need to cancel an activity.
- 2.5. If an activity goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.
- 2.6. If a parent wishes their child to take part in a school visit or an event, but is unwilling or unable to make a contribution, we do allow the child to participate fully. Sometimes the school pays additional costs in order to support the activity.
- 2.7. We never ask for extra contributions from parents in order to cover the costs of those who do not pay.
- 2.8. Parents have a right to know how each trip or other activity is funded. The school provides this information on request.

3. Residential Visits

- 3.1. Residential visits are run in Y2 - Y6. School subsidises all residential in order to ensure as many children as possible can access the experiences.
- 3.2. As residential visits are extra curricular we do need to insist on full payment being received prior to the experience.
- 3.3. We offer and encourage payment plans via our online payment system for all parents to help spread the costs of residential experiences.
- 3.4. We make every effort to keep this to a minimum and give clear indications by letter, information packs and meetings to give parents plenty of notice to pay.
- 3.5. Families who owe money to school for dinners, after school clubs or any other reason will not be allowed to book a place for their child on residential visits unless a payment plan is in place via our online payment system and it has been seen that regular payments have begun.

4. After School Club and Breakfast Club

- 4.1. After school club and breakfast club are subsidised by school to enable all children to access the provision. Places need to be booked and paid for through our online payment system.
- 4.2. As these are optional activities, places are taken away from families where there is consistent non-payment.

5. Reviewing this Policy

- 5.1. This Policy was discussed and agreed by Governors at the Finance & General Purpose Committee on 30th April 2025. It will be reviewed again in March 2027.