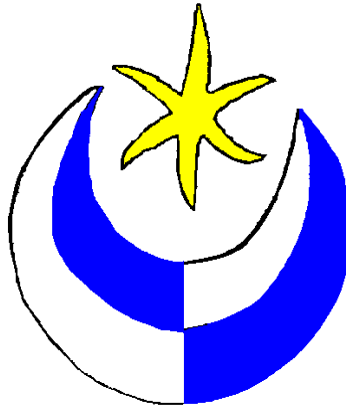




HUNGERFORD PRIMARY SCHOOL

CHARGING POLICY

Date Policy reviewed: September 2024

Date of next review: September 2026

Reviewed by: Lisa Eldred

Charging Policy

Policy Amendments

- Policy presented to the Full Governing Body at the October 2012 meeting. Policy agreed and adopted by the Full Governing Body with the following amendments: Voluntary Contributions: paragraph 4 – ‘We also ensure that direct debit or standing order mandates are not sent to parents when requesting contributions as this too can be discriminatory’ has been removed.
- Policy presented to Resources Committee at the November 2013 meeting. Policy agreed and adopted with the following amendments: “Residential Trip” heading changed to “School Trips” and in paragraph 1 of this section, “entitled” changed to “entitled to request”.
- Policy presented to Resources Committee at the September 2014 meeting with no amendments.
- Policy presented to Resources Committee at the October 2015 meeting with no amendments. Policy agreed and adopted with no further amendments required.
- Policy presented to Resources Committee at the September 2016 meeting with no amendments.
- Policy presented to Resources Committee at the September 2017 meeting with no amendments.
- Policy presented to resources Committee at the Jan 2019 meeting with no amendments.
- Policy presented to resources Committee at the Dec 2020 meeting with no amendments.
- Policy presented to the resources committee at the Oct 2022 meeting with “Governing Body” amended to “Governing Board”
- Policy presented to the resources committee at the Sept 2024 meeting with no amendments

Hungerford Primary School

Charging Policy

In general, no charge is made for admitting pupils to maintained schools. Where education is provided wholly or mainly during school hours, it is free. It is therefore not possible for us to levy a compulsory charge for transport or admission costs for swimming lessons or for visits to museums etc. during school hours.

The Governing Board of Hungerford Primary School have drawn up a statement of general policy on charging. The governing body's policy meets the requirements of the law.

Voluntary Contributions

The Headteacher and governing board of Hungerford Primary School may ask parents for a voluntary contribution towards the cost of:

- any activity which takes place during school hours e.g. swimming
- school equipment
- school funds generally.

Nothing in legislation prevents a school governing board or local authority from asking for voluntary contributions for the benefit of the school or any school activities. However, if the activity cannot be funded without voluntary contributions, the governing board or head teacher will make this clear to parents and carers at the outset. The governing board or head teacher will also make it clear to parents that there is no obligation to make any contribution.

The contribution must be genuinely voluntary and the pupils of parents who are unable or unwilling to contribute are not discriminated against. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled and parents will have been informed of this possibility as stated in the above paragraph.

When making requests for voluntary contributions to the school funds, parents must not be made to feel pressurised into paying.

School Trips

Hungerford Primary School will charge for the cost of board and lodging during residential school trips. This cost does not exceed the actual cost of the provision.

If a trip takes place mainly during school hours, the parents of children who are entitled to pupil premium funding are entitled to request the remission of these charges.

A similar entitlement applies where the trip takes place outside of school hours but it is necessary as part of the national curriculum, forms part of the syllabus for a prescribed examination that the school is preparing the pupil to sit, or the syllabus for religious education.

When trips are not linked to the national curriculum or take place for a large amount of time outside of school hours then parents are responsible for payment. Currently, this includes a five day residential trip for Year 6 pupils. When available, funds are held to support parents who are in receipt of the above list to allow children to access these trips and not to be barred because of lack of parent funds.

Public Examinations

Currently, the school does not enter children for any public examinations.

Signed:.....Chair

Date: