

## Scole CEVC Primary School

### Charging Policy

#### Charges for School Activities

Legislation allows schools to charge for certain activities, which take place both inside and outside, school hours. School governors have adopted Norfolk County Council's charging policy. These are the activities and materials for which parents will be charged:

- Music tuition: individual tuition in playing a musical instrument, which is neither part of the syllabus for an approved public examination, nor part of the National Curriculum.
- Ingredients and materials: ingredients and materials for practical subjects.
- Travel: the cost of travel when a pupil makes use of transport not provided by the authority or school, to travel direct from home to an activity approved of, but not provided by, the authority or school.
- Board and lodging: board and lodging will be charged in all cases where a school activity involves pupils in nights away from home.
- Parents will be asked for a voluntary contribution to cover costs of a day visit.

#### Activities outside school hours

- A charge will be made for all non-residential activities, which take place wholly, or more than 50% outside school hours, where the child's participation has been agreed in advance by the parents. The charge will include the cost of travel, entrance fees, insurance, books, equipment and any staff (teaching or non-teaching) engaged specifically for the activity.

Remission of charges – pupils eligible for pupil premium funding may have all or part of the payment for additional activities covered through this funding. Remission of charges only applies to board and lodgings charges, which are levied directly by the LA or the school and where they relate to activities, deemed to take place wholly or partly in school hours. Remission will not apply to such charges when they relate to activities wholly outside school hours, except if the activity is prescribed in a syllabus for a public examination, if it is prescribed by the National Curriculum or fulfils duties relating to Religious Education. Parents who have difficulty meeting any charges should discuss the matter in confidence with the headteacher.

If a child is absent due to illness, the full contribution to an educational visit will be refunded but only after the school has been able to obtain a refund.

Date reviewed	July 2020
Agreed by governors	
Next review date	July 2022
Signature of Chair	

#### Appendix

During the COVID-19 epidemic 2020, the school has followed all relevant guidance from the DfE, Government and Norfolk County Council.

There are many ongoing, temporary adjustments to the way that the school runs including; cleaning and disinfection regimes, timetabling, use of the school premises, staff training, communication with stakeholders, curriculum adjustments, budget implications etc.

The school has a Risk Assessment from NCC to adhere to which is regularly updated.

This may have a temporary impact upon this policy and its application within the school.