

# THE CROSSWAYS SCHOOLS

## CHARGING FOR SCHOOL ACTIVITIES POLICY

### Rationale

To enhance the education offered to children at this school various activities and visits are arranged. Government Legislation states that schools may not charge for any activity that takes place during the school day but may ask for **voluntary contributions** to cover the costs involved.

It is recognised that many educationally valuable activities will be dependent on voluntary financial contributions in whole or in part from parents/carers. Without the financial support, the school would find it quite impossible to maintain the quality and breadth of the educational programme provided for pupils.

- All children will be included and treated the same whether or not parents have made a contribution

### Guidelines

Our school policy regarding charging for these activities is as follows:-

**For School Visits** which are a valuable first hand experience linked to the Curriculum.

- This school will ask for voluntary contributions from parents to cover the cost of each visit to include transport, entrance fees if applicable, costs for accompanying adults and South Gloucestershire Council insurance (a summary of the cover that this insurance provides can be seen in the school office).
- Costings of school visits will be kept to a minimum and subsidised for all children from the school fund if the Headteacher considers the cost is prohibitive.
- School visits will be arranged on the understanding that if insufficient voluntary contributions are given, the visit may have to be cancelled.
- Any family that has difficulty in financing a school visit should speak in confidence to the Headteacher to agree alternative contributions.

### Residential Visits

- Parents/carers will be charged for the full cost of the visit, including all allowable costs (which include pupil's travel and subsistence costs, materials, books, instruments, non-teaching staff, costs of teaching staff where separately engaged under a contract for services for the visit or activity, entrance fees to museums, castles, theatres, etc. and insurance costs) and board and lodging. The school will invite voluntary contributions to meet any costs other than children's board and lodging.
- Remission of charges: where the parents of a pupil are in receipt of income support or family credit, the school and governing body will offer to remit the cost of the full board and lodgings for any residential visit. The school and governing body may wish to remit the cost of other activities within the residential visit in certain circumstances. These will be arranged on a case-by-case basis.

### For School Activities

- From time to time children undertake activities such as cooking, woodwork, sewing, pottery, Y2 Hobbies, where voluntary contributions would be welcomed to cover the cost of specialist materials. Such voluntary contributions will be requested at the time.
- Children's Christmas parties and presents are funded from school fund which receives donations from time to time from FOCUS, individual parents, and profit from some school fund raising activities such as photographs.

- Educational visitors (puppeteers, theatre groups, visiting musicians or workshops) are normally funded from the school budget or school fund but on occasions, contributions may be requested.

### **For Extra-Curricular Activities**

- Charges are made for extra-curricular activities run by some external providers such as Sports Heroes.

### **Music Tuition**

- The cost of tuition fees for music lessons taught by associate music teachers will be met by parents. As these costs have to be met whether or not children complete the terms, a term's written notice from parents is required if a child decides to discontinue lessons.

### **For Activities outside school hours**

- Charges are made for optional extras falling wholly or mainly out of school hours

### **Letters to Parents**

Whenever an activity or visit is planned, a letter giving details will be sent to the parents of the children concerned, requesting permission if children will be off the school site and/or voluntary contributions where appropriate (see also our Policy for Educational visits).

### **Conclusion**

The Governors and School staff will regularly review this policy to ensure the children at The Crossways Schools have opportunities to benefit from a wide variety of stimulating activities which support the school's curriculum.

**Mark Toogood**  
**Next Review: July 2021**