

CHARGING POLICY

Introduction

This policy has been formulated in accordance with Department for Education guidance on Charging for Schools.

Aim

The aim of this policy is to set out how charges are applied to parents in relation to school activities, uniform and equipment.

The Tapscott Learning Trust is responsible for determining the content of the policy and the Local Advisory Board (LAB) and Head teacher for each respective academy for implementation of this policy.

The Tapscott Learning Trust recognises the valuable contribution that the wide range of additional activities, including clubs, practical activities, trips and residential experiences can make towards pupils' personal and social education. The trust aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities. We believe that no child should have his/her access to the curriculum limited by charges.

Therefore, pupils will not be charged for activities that support the broad and balanced curriculum provided by each of the schools. The schools, from time to time, will ask parents to make a voluntary contribution to activities or school trips. This will only happen if the school has itself incurred a charge. Pupils will not be discriminated against if they do not contribute. However, if enough contributions are not received, this may result in the activity or trip being cancelled.

Charges

The school will only charge for specific activities. These include:

- Before and after school including clubs (not including Breakfast Club)
- Breakfast Club
- After school care (6o'clock club)
- Fairplay House / residential trips to cover board and lodgings
- Music Tuition
- Breakages
- School Uniform
- Lost or damaged books
- School Meals (Juniors) possible from September

Before and after school including clubs

These are not part of the education provided during school hours. This is part of the extended provision. Schools may need to charge for these provisions and this will be agreed at Local Advisory Board level.

Breakfast Club

Parents are asked to pay a charge per day for breakfast club. The cost of the club will be set by the Local Advisory Board and charges will relate to running costs at said schools.

After school care (6o'clock club)

Schools may run child care clubs as part of their extended provision. The charges related will relate to running and overhead costs and will be set and reviewed by the LAB and reviewed yearly.

Residential

The only charges made to parents are for board and lodgings only. Parents eligible for Free School Meals will have a 50% reduction for Residential trips. The cost for tuition and travel is paid by the school, as this is part of broad and balanced curriculum provided.

Music Tuition

A charge will be made for lessons provided by the Music Academy. This will be paid by parents directly to the Academy and not the school.

Music lessons by ECAM (Every Child a Musician) are free of charge but a deposit may be required for the musical instrument.

Breakages

In cases of wilful or malicious damage to equipment throughout the school, the school will make a charge. Each incident will be dealt with on its own merit and at the discretion of the Executive Headteacher/ Headteacher.

School Uniform

The uniform list provides examples of uniform and colours for the school. Items with school logo are sold at school or agreed distribution. A list of items and prices is available at the school office and also in the School Prospectus. All other items and non-logo uniform can be purchased outside school if parents wish in order for parents to obtain best value. The school will supply essential protective clothing when necessary e.g. safety goggles.

Lost and Damaged Books

If a child has lost a reading or library book then parents will be asked to make a contribution of £3.50 or £5.00 towards replacement depending on the original cost of the book. If a book has been damaged we will endeavour to repair it. However, if it is not repairable then a contribution will also be asked for.

Additional Support

The school may be able to offer additional financial support for parents/families that find it hard to meet the cost of additional activities. This will be dealt with in confidence, case by case. If you require additional support parents need to meet with the Executive Headteacher/Head of School who will consider the needs presented.

Publication of Information

This policy can be found on the Trust's and schools website and hard copies are available from Main Reception for parents to view.

Review and amendments

This policy will be reviewed annually by the Trust Operations and Finance, Operations and Resources committee who may, from time to time recommend amendments to the categories for which a charge maybe made. Any changes will be brought to the full Board of trustees. However, TTLT reserve the right to review the Charging Policy when necessary.

Lettings Policy

Each of the Trusts schools has a **lettings policy** which must be applied.