



Aiming High, Achieving Together

Charging Policy

Date of issue	Summer 2 - 2026
Review Date	Summer 2 - 2029
Signature of Headteacher	L.J. James
Signature of Chair of Governors	G. Dove

In general, school activities will be provided free of charge unless they fall into the categories set out in this policy.

This policy only applies to charges levied by the school or Governors. The Governors will comply with the current legislation and adopt the HCC Policy on Charging. Within the constraints of the charging provisions of the ERA (Education Reform Act) the Governors will endeavour to provide all pupils with a rich and stimulating education experience.

Voluntary Contributions

A voluntary contribution may be sought for certain activities taking place during school time and which relate to the National Curriculum. In all cases of voluntary contributions an initial letter requesting contributions to a predetermined sum will be sent to the children's parent/guardian outlining the following: -

- the nature of the activity and its likely value in educational terms
- the contribution per pupil which would be required if the activity were to take place
- emphasis that there is no obligation to contribute and that no pupil would be omitted from the activity because their parents/guardians were unable to make the full payment. In the event of insufficient contributions, the activity may have to be cancelled, but that this would only be as a last resort.
- payment may be in cash, online or made in instalments

School Visits

The sum will cover the cost of transport and entry fees. This will be calculated on the basis of the number of children participating and will not cover the attendance of teachers and voluntary helpers and any expenses they may incur.

School Visitors

Contributions may be requested to fund fees for visitors invited to the school to perform and enhance the National Curriculum.

Breaktime Fruit

Whilst Government Schemes to provide free fruit are operating, (free fruit for school) fruit will be provided free of charge.

Cookery

A voluntary contribution towards the cost of supplying ingredients may be sought.

Book bags

These can be purchased from school for participating in Home Reading or library book lending at a cost of £6.50.

Breakfast Club

Parents are charged a fee for any child attending the school's Breakfast Club. The cost is reviewed annually by the Governing Body.

After School Club

Parents are charged a fee for any child attending the school's After School Club. The cost is reviewed annually by the Governing Body.

Photocopying

If parents request copies of any documents e.g. policies, photocopying may be charged at the prevalent rate e.g. 20p per copy.

School Lettings

School premises will only be let at the discretion of the Governing Body who will determine the rental charges according to the nature of activity undertaken. This will be reviewed annually. Copies of the Lettings Policy will be shared with prospective clients.

Damages

The Governors may request parents to pay for the cost of rectifying wilful damage to school property or the misuse of equipment / books.

Freedom of Information Act (F.O.I.A)

Information provided under the F.O.I.A. will be charged at a rate as described in Section 5 of the School's Publication Scheme.

Passports

For parents who request that the Headteacher checks and completes identification of a child, the school will charge parents £5.00 per passport. Parents will be informed that the passport will be available for collection within 7 days.

A statement regarding the school's charging policy will be included on the school website.