



Charging Policy for Additional Activities

for

Oaklands Infant School

Butler Road, Crowthorne, RG45 6QZ

Ratified by: Full Governing Body

Last reviewed: July 2017

Next review date: July 2019



1. Introduction

The Governing Body recognises the valuable contribution that the wide range of additional activities can make towards a pupil's personal and social education. The Governing Body 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.

2. Charges

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

1. **Charging in Kind.** Where parents indicate in advance that they wish to own the finished product of a practical activity, they may be asked to provide or pay for ingredients, materials, equipment etc. needed. When the child starts at school the school currently manages this by asking for a voluntary contribution for the 3 years the child is at school. No child will be at a disadvantage because of a parent's unwillingness or inability to contribute in this way.
2. **Activities** inside school hours. Voluntary contributions will be sought from each pupil for such activities as class trips, visits from theatre and music groups. If insufficient contributions are made the activity may have to be cancelled.
3. **Refunds** There can be no refunds of money spent on coach hire, adult helper admission fees or pupil admission fees where these are part of a contractual booking. Pupil entrance fees can be refunded if individual admission rates apply at the point of entrance.
4. **General.** The Governing Body may, from time to time, amend the categories of activity for which a charge may be made.
5. **Breakages.** The Governors reserve the right to ask parents to contribute to the cost of replacement items incurred as a result of breakages, loss or damage to books, equipment, or material, other than the normal fair wear and tear.
6. **Remission.** The Governors will apply the statutory minimum remissions to any charges which they make in respect of pupils whose parents are in receipt of income support or family credit. Any further remission will be at the absolute discretion of the Governors.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing additional educational activities.

This policy should be reviewed every 2 years by the school and Governing Body.