



“Show me your way, Lord teach me your paths.” Psalms (25.4)

CHARGING POLICY

VOLUNTARY CONTRIBUTIONS

The restrictions on charging for school activities do not in any way prohibit or restrict Almondsbury School from seeking voluntary contributions for the benefit of the school or in support of any school activity whether during or outside school hours, residential or non-residential. (Education Reform Act 1988 - Section X of Circular 2/89 paras 56-59).

When organising school trips or visits which enrich the curriculum and educational experience of the children, we will invite parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

Occasionally the school or a charity pays additional costs in order to support the visit. Parents have a right to know how each trip is funded and the school will provide this information on request.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as ‘optional extras’. This list is not exhaustive:

- visits to museums, farms, wildlife areas
- sporting activities which require transport expenses
- outdoor adventure activities
- visits to the theatre and musical events

The cost of the visits is divided equally between all of the pupils. If there are financial difficulties within the home, or pupils are registered for Free School Meals, assistance will be given.

CHARGING IN KIND

Parents may be asked to make a voluntary contribution towards the cost of any ingredients, materials, equipment etc required for practical subjects such as food activities and design and technology activities.

MUSIC

There is a charge for individual or group instrumental music tuition provided by South Gloucestershire Council or any peripatetic music teachers. The fee will be reviewed annually in line with the charges being levied by the Music Hub. The fee is paid termly in advance. If the peripatetic teachers are independent from the Music Hub, they will invoice parents direct. No money will come through the office.

CLUBS

Clubs that are run by staff members during their time in school will not be charged for as this is an expectation of the teaching staff and an offer made by them of their time. Clubs that are provided for by external providers are charged at the same rate (unless there is an additional cost due to the organisation of the company ie inclusive of VAT). This rate will be reviewed annually and publicised to parents through the letter to request places at the clubs. All money will be paid to the school which will then be invoiced according by the provider. The clubs need to be viable and cover the cost of the trainer or coach.

The current charge for all after school clubs is **£4.50** for those which are managed by the school through the use of external coaches. These coaches have a standard rate of charge which is then paid for from the revenue from the collection of fees from parents. Any additional monies left over will be transferred into school fund to allow those who struggle financially to be able to attend clubs free of charge.

Breakfast club charges are currently **£5.50** per day. The charge is either paid through the collection of money from parents on a weekly/termly basis through the office invoicing parents or through the payment of government Childcare vouchers. These are then reconciled on a termly basis by the senior admin officer.

Income and expenditure for the clubs will be monitored on a termly basis and reported to the FSP committee of the FGB. The FGB will receive the overview of income and expenditure on an annual basis.

LUNCH CHARGES

Parents are asked to pay for the lunches the children in Key Stage 2 take in advance at the rate set by AiP (Alliance in Partnership), catering contractor, in negotiation with school leaders. This generally changes on an annual basis in September. Parents use the Arbor app and website to order and pay for meals taken. Meals cannot be ordered or taken if payment is not available. Those children on Free School Meals and Universal Free School Meals in EYFS and Key Stage 1 do not need to pay for the meals.

DEBT RECOVERY

Please see the separate Debt Recovery Policy.

BREAKAGES AND FINES

Parents will be expected to pay for the cost of replacing a broken window, damage to school property, defaced, damaged or lost textbooks or library books and broken equipment where this is the result of a pupil's misbehaviour.

Parents will always be invited into school to discuss a genuine concern regarding the charging for an activity.

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