

LINTHORPE COMMUNITY PRIMARY SCHOOL



Charging Policy

Status & Review Cycle	Term	Year
Last Review Date/Policy Adopted	Autumn Term	2022-2023
Next Review Date	Autumn Term	2023-2024
Lead	Mrs Davies	

This school is an academy within The Legacy Learning Trust.



Contents

	Page
1) Aim	2
2) Practice for learners	2
3) Practice for school to school and educational support	5

1) Aim:

In accordance with the requirements of the Education Reform Act 1988, it is the policy of Linthorpe Community Primary School:

- 1) To make a broad programme of activities and trips accessible to as many learners as possible.
 - a. To establish and maintain a fair and coherent system of charges, within the constraints of the school budget, seeking to ensure that no child should have its access to the curriculum limited by charges.
- 2) To strive to provide, within the constraints of the school budget, a rich and varied programme of community sport and leisure activity outside of normal school hours.
 - a. To establish and maintain a fair and coherent system of charges, within the constraints of the school budget, seeking to ensure that charges are comparable to other local providers and accessible for the local community.
- 3) To offer school to school and educational support in the interest of system leadership and sharing good practice for the benefit of all young people locally and nationally.

2) Practice for learners:

If appropriate the school can charge for:

Education

Any materials, books, instruments or equipment, where the child's parent/carer wishes him or her to own them

Optional extras (see below)

Music and vocal tuition, in limited circumstances

Certain early years provision

Community facilities

Optional extras

We are able to charge for activities known as 'optional extras'. In these cases, the school can charge for providing materials, books, instruments or equipment. The following are optional extras:

Education provided outside of school time that is not part of:

- The national curriculum
- A syllabus for a prescribed public examination that the learner is being prepared for at the school
- Religious education

Transport (other than transport that is required to take the learner to school or to other premises where the local authority/local council has arranged for the learner to be provided with education)

Board and lodging for a learner on a residential visit

Extended day services offered to learners (such as breakfast clubs, after-school clubs, tea and supervised homework sessions)

When calculating the cost of optional extras, an amount may be included in relation to:

Any materials, books, instruments or equipment provided in connection with the optional extra

The cost of buildings and accommodation

Non-teaching staff

Teaching staff engaged under contracts for services purely to provide an optional extra (including supply teachers engaged specifically to provide the optional extra)

The cost, or an appropriate proportion of the costs, for teaching staff employed to provide tuition in playing a musical instrument, or vocal tuition, where the tuition is an optional extra

Any charge made in respect of individual learners will not be greater than the actual cost of providing the optional extra activity, divided equally by the number of learners participating.

Any charge will not include an element of subsidy for any other learners who wish to take part in the activity but whose parents/carers are unwilling or unable to pay the full charge.

In cases where a small proportion of the activity takes place during school hours, the charge cannot include the cost of alternative provision for those learners who do not wish to participate.

Parental/carer agreement is necessary for the provision of an optional extra which is to be charged for.

Music tuition

The school can charge for vocal or instrumental tuition provided either individually or to groups of learners, provided that the tuition is provided at the request of the learner's parent/carer.

Charges may not exceed the cost of the provision, including the cost of the staff giving the tuition.

Charges cannot be made:

- If the teaching is an essential part of the national curriculum
- If the teaching is provided under the first access to the Key Stage 2 instrumental and vocal tuition programme
- For a learner who is looked after by a local authority

Residential visits

We can charge for board and lodging on residential visits, but the charge must not exceed the actual cost.

Voluntary contributions

As an exception to the requirements set out in section 5 of this policy, the school is able to ask for voluntary contributions from parents/carers to fund activities during school hours which would not otherwise be possible.

Some activities for which the school may ask parents/carers for voluntary contributions include:

- School trips, additional sports coaching, residential trips.

There is no obligation for parents/carers to make any contribution, and no child will be excluded from an activity if their parents/carers are unwilling or unable to pay. If the school is unable to raise enough funds for an activity or visit then it will be cancelled.

Activities this school charges for

The school will charge for the following activities:

- Breakfast Club:
A standard charge, covering staffing and resources costs.

- After-School Club
A standard charge, covering staffing and resources costs
- Sports Clubs.

The cost of any external coaches split between the maximum attendees permissible.

For regular activities, the charges for each activity will be determined by the school and reviewed in the autumn term each year and parents/carers will be informed

Remissions for residential visits

Parents/carers who can prove they are in receipt of the following benefits will pay a reduced cost of board and lodging for residential visits (at the Head of Schools discretion):

- Universal credit in prescribed circumstances
- Income Support
- Income Based Jobseekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,105
- The guarantee element of State Pension Credit
- An income related employment and support allowance that was introduced on 27 October 2008

Mechanism of payments

- In cases where charges are to be levied, parents/carers must be advised in advance and monies collected prior to the activity.
- Requests for financial help for parents/carers will be considered by the Head of School and, if assistance is provided, it will be within the limits of the school's budget. Complete confidentiality will be observed in all such matters.

3) Practice for school to school and educational support:

- Should the school have appointed NLEs, LLEs or SLEs charges for school to school support, or support to improve education provision, will be made by LCPS to the supporting school/organisation.
- Charges are at the discretion of the Executive Headteacher or Head of School, on a case by case basis, with the following criteria taken into account:
- Value of resources and intellectual capital
 - Copyright law
 - Cost of time spent by staff members to support other schools, including cover costs
 - Nature of business of the receiving organisation
- The table below gives an indication of possible daily rates:

	Schools	Public sector organisations	Private sector organisations
	£	£	£
Indicative daily rate: SLE (Specialist Leader of Education)	350 367.50 385	450 472.50 495	550 577.50 605
Indicative daily rate: RSL (Regional Systems Leader)	450 472.50 495	550 577.50 605	650 682.50 715
Indicative daily rate: LLE (Local Leader of Education)	450 472.50 495	550 577.50 605	650 682.50 715
Indicative daily rate: NLE (National Leader of Education)	550 577.50 605	650 682.50 715	750 787.50 825
Please note: <ul style="list-style-type: none"> • Charges include a 5/10% admin charge • Travel expenses and subsistence will incur an additional charge. 			

Mechanism of payments

- In cases where charges are to be levied, schools/organisations must be advised in advance.
- Charges will be invoiced after the support has taken place and then normal school procedures for debtor management will apply.