



## George Spicer Primary School - Charging Policy

This Charging Policy informs staff and parents about charging for School activities. It conforms to the requirements of the guidance detailed in 'A Guide to the Law for School Governors'– Chapter 23, January 2010.

In accordance with these guidelines, the School:

- Will not charge for books, materials, equipment and transport provided during school hours by the Local Authority (LA) or by the school to carry pupils between the school and an activity.
- Will not charge for any activities which take place in School time, apart from instrumental tuition for individual pupils or pupils in groups of up to four.
- May charge for "school-time" activities (extraordinary activities that incur a cost to the school) by inviting parents and others to make voluntary contributions to enable School funds go further. Children of parents who do not contribute will not be treated differently from those who do make contributions.
- Will have the right to cancel an activity if there are insufficient voluntary contributions to make the activity possible.
- Will charge for residential courses. Subsidies are available for pupils eligible for Pupil Premium Funding.
- Will publicise, through the school website, subsidies for other activities (including EMS music lessons) which may be available.
- Will permit organisations to charge parents when such an organisation is acting independently of the School, to arrange an activity to take place during school hours and parents want their children to join in the activity.
- May charge for activities (optional extras), which happen outside school hours when these activities are not a necessary part of the National Curriculum.
- Parents are asked to make a contribution towards replacing damaged or lost school property caused wilfully or negligently by their children.
- Wherever charges are made and remain unpaid, the school reserves the right to begin debt recovery proceedings against parents including taking the case to a small claims court
- The Governors will review the lettings charges levied by the school on an annual basis.



- This policy will be reviewed annually by the Governors.

**Date policy reviewed: September 2021**

**Next review date: September 2022**

Signed \_\_\_\_\_  
(Headteacher)

Signed \_\_\_\_\_  
(Chair of Governing Body)