

# WALKDEN HIGH SCHOOL CHARGING POLICY



## PRINCIPLES

### Charges for School Activities

The Education Act 1996 outlines the activities for which charges can be made or voluntary contributions sought. The Charges for Music Tuition Regulations 2007 provide further advice in respect of charges in this area. This policy incorporates guidance provided in the School Admissions Code.

The Education Act 1996 gives schools the discretion to charge for optional activities provided wholly or mainly out of school hours, and the right to invite voluntary contributions for the benefit of the school or in support of any activity organised by the school whether during or outside school hours. No charge may be made for education during school hours. School hours do not include the lunch break. School hours are;

Morning 8.30am to 1.10pm  
Afternoon 1.50pm to 2.50pm

The Governors will operate the following policy on charges and voluntary contributions;

The school will charge in the following circumstances allowed by the Act:

### We Aim To:

- Ensure that education in school is free.
- Ensure that activities offered wholly or mainly during normal school teaching time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost.
- Ensure that that there is no statutory requirement to charge for any form of education but the school has the discretion to charge for optional activities provided wholly or mainly out of school hours.
- Ensure that the school has the right to invite voluntary contributions for the benefit of the school or in support of activities organised by the school, whether during or outside school hours.

## PRACTICES

### **With the aforementioned aims in mind, it is the Policy of this school:**

- To continue to request voluntary contributions from parents towards activities organised by the school during school hours.
- The Governors of Walkden High School are willing to support the funding of certain activities. Subsidies may be available for children whose parents are unwilling or unable to make a voluntary contribution.
- If insufficient voluntary contributions are forthcoming for an activity and insufficient subsidies are available, then that activity will be cancelled.
- Optional trips wholly or mainly outside school hours will be charged at full cost. These visits will not proceed where full costs are not met by all those who wish to partake in the activity.
- Any charge made in respect of a school trip will be set to recover the cost of the trip only; it will include no profit or provision for recovery from non-payment.
- The Governing Body will ensure that if a parent/carer is unwilling or unable to pay, their child will still be given an equal chance to go on the visit
- The school may invite voluntary contributions towards the cost of ingredients, materials and equipment where parents have expressed the wish to have the finished product.
- This school may make charges for breakages and damage to property including window breakage and cost for graffiti removal.

- **Individual Instrumental Tuition**

The cost to the pupil for providing any instrumental tuition not part of normal curriculum provision.

There will be no charge for Looked After Children.

- **Examination Entries**

No charges will be made for examination entries except where:

The pupil has failed to complete the preparations for the exam, within school, without a valid reason.

### ***Charges will not exceed actual cost.***

- Governors expect that pupils will attend school with the appropriate equipment such as pens, pencils etc. For convenience these may be purchased, for the pupil's sole use, at cost price from the Learning Resource Centre or Student Services

- **Freedom of Information (FOI)**

Requests for information as part of the Freedom of Information (FOI) Act should be made in writing to the Headteacher. The school reserves the right to charge for the cost of administrative time and printing costs for individual requests under the FOI Act.