

# Spalding Parish Church of England Day School

*We are a caring Christian Community built on  
Compassion, Trust, Friendship and Hope*

## Charges and Voluntary Contributions Policy



Date of Policy: January 2014

Adopted by Governing Body: January 2014

Signed by Chairman of Governors: Melvyn Price

We are aware that under the Education Reform Act 1988 that no charge can be made for education in school hours and that every child has the right to receive free school education.

We recognise that all activities offered during normal teaching time must be made available to all children regardless of their parents' ability or willingness to help meet the cost.

We recognise the valuable contribution that the wide range of additional activities, including clubs, educational visits and residential experiences, can make towards pupils personal and social education.

It is our intention to promote and provide such activities both as part of a broad and balanced curriculum and as additional activities.

Therefore, any activity which takes place mainly during school hours or is an essential part of the curriculum will be provided free of charge.

We are aware that we are able to ask for voluntary contributions from parents when organising educational visits which will enrich the curriculum and the educational experiences of children.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

## Principles

The Governors recognise that education provided during school hours should be free of charge.

No charges will be levied for activities provided to:

- Fulfil any requirements specified in the syllabus for a prescribed public examination.
- Specifically fulfil statutory duties relating to the National Curriculum.
- Specifically fulfil statutory duties relating to Religious Education.

Items for which pupils may be charged:

- Individual musical instrument tuition.
- Equipment, tuition fees or transport connected with out of school activities.
- Board, lodgings and travel expenses for residential trips.
- Re-scrutiny of an examination result at parent's request.

## Charging Parents for breakages and fines

Parents may be asked to pay a voluntary contribution towards the cost of replacing a broken window or a defaced, damaged or lost book etc. where this is a result of a pupil's behaviour.

## Voluntary contributions by Parents

Parents may be invited to make voluntary contributions towards the cost of an activity for which a charge may be made, but such requests must make it clear that there is no obligation to contribute. Pupils will not be treated differently according to whether or not their parents have agreed to make a voluntary contribution.

If a trip is planned mainly within school hours, i.e. 50% or more of the trip, including transport time, is within school hours, parents may be invited to contribute, but no pupil may be excluded from the trip because their parents have not contributed. Charges made to parents must not exceed the actual cost of the activity in order, for example, to raise additional funds to cover any short fall caused by parents opting not to contribute, although there is nothing to prevent other parents making a voluntary contribution over and above that cost.

## Income

All income received at the school is recorded when received.

Income received is:

- Banked on a timely basis.
- Coded to the correct material code.
- Reconcile to the bank accounts on a regular basis.