

CHARGING FOR SCHOOL ACTIVITIES POLICY

Autumn Term 2016

Mount Pleasant prides itself on delivering a broad and balanced curriculum that is greatly enriched through a wide variety of experiences. Many enrichment activities take place in school and some away from it. Some activities take place before and after school and some are residential visits.

All activities are designed to ensure that learning is real, vibrant, motivational and exciting.

Some of the activities are provided **free of charge**, for example

- After school activities led by teaching and support staff.
- A Swimming programme for selected years (plus other children as part of the swimming support programme)
- Visits to Saltwells Nature Reserve.
- Any visits that include travel using the school minibus with no entrance fee

These activities are funded either from the School Budget (where Governors have granted permission for this to be the case) or from School Funds (in the case of the minibus).

There are also some instances of visits that are funded by special grants, for example,

- Entrance to English Heritage sites.
- Visits funded by Quarry Bank Educational trust

Day Visits

It must be acknowledged that the School Funds used to support school visits and activities is limited and that some activities cannot be funded without voluntary contributions from parents. The contribution must be genuinely voluntary. Pupils of parents who are unable or unwilling to make a contribution will not be discriminated against.

Such activities will be made clear to parents as early as possible.

Payment Changes In Cases of those in receipt of Pupil Premium

If a child is eligible for Pupil Premium by the final billing date, then financial support from School Funds **may** be given.

Residential Visits – overnight stay

With regard to residential visits, an expression of interest will initially be sought in order to determine the potential costs involved and whether the visit will be able to go ahead. Once an expression of interest is received, it will therefore be expected that parents are willing to make the contribution required as well as the fee for board and lodging.

Parents of all children attending residential visits, including those in receipt of Pupil Premium, will be charged for board and lodging (the charge will not exceed the actual costs.) Parents will then be asked for voluntary contributions towards any other costs eg visits whilst on the residential visit.

Please note that School Funds subsidise all staff costs as well as cover costs whilst staff are away supporting residential visits and that these costs are not part of the final cost requirements from parents.

Cancelling Visits

Where insufficient voluntary contributions are raised to fund a residential visit or trip, and the shortfall cannot be made up, then the visit will be cancelled. This decision will be made by the School Fund Committee (Headteacher, Business Manager/Office Manager and a member of the Governing Body)

Optional Extras

Charges in full may be requested for some activities that are known as “optional extras”. The charge made cannot exceed the actual cost of providing the optional extra.

Participation in any optional extra activity will be on the basis of parental choice and a willingness to meet the charges in full. For these activities there is no support for children in receipt of Pupil Premium.

Calculation of Charges

Any charge made in respect of individual pupils will not exceed the actual cost of providing the activity. It does not include an element of subsidy for any other pupils wishing to participate, for staff who take part or for costs of alternative provision for pupils who do not wish to participate.

Insurance costs for every visit made during school time are met by the school.

Example of costing:

	£
Cost of coach:	280.00
Cost of entrance fee:	460.00
Total cost:	740.00

Number of children in Year group: 50

Price per pupil: (Total cost divided by total number of children): £14.80

Any shortfall may be met from School Funds however, where this is not considered financially viable, the activity will be cancelled.

Where possible, refunds will be made, but not where financial commitments have been made by the school with parents fully aware. Where activities have been cancelled by the school due to lack of enough funds raised, the school will endeavour to return all deposits paid.

On receiving details about a forthcoming visit, any parent who is experiencing difficulties with payments should seek advice from the Headteacher whereby arrangements can be made for payment by regular instalments. Any discussions with the Headteacher regarding individual family's financial circumstances will remain confidential.