



Horizon Academy Trust

Where anything is possible



Charging Policy

Approved by the Governing Body: Summer 2018

Term policy produced: Summer 2018

Date of next review: Summer 2019

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

Voluntary Contributions

When organising school trips or visits which enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit.

Residential Visits

If the school organises a residential visit for the Year 6 pupils, the cost of this trip including board and lodging, transport, meals, entrance to any activities will be subsidised by the parents.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. However, if the school introduced individual tuition in the playing of a musical instrument then a contribution of £20 per term will be sought.

Swimming Lessons

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the national curriculum. We do not ask for a voluntary contribution towards the transport costs for this activity.

Foundation Stage (FS1) Lunchtime Costs & Extra Sessions

Children in FS1 who attend nursery for 2 full days can stay for either a school meal or a packed lunch. The cost of a hot meal is £1 which must be paid daily unless the child is eligible for a free school meal. Please refer to the school meals section below for more information. If there are available spaces, FS1 parents are able to pay for extra sessions at a cost of £10 per am / pm session.

Uniform

Biggin Hill Primary has a school uniform and encourages all children to wear uniform in order to encourage a sense of identity and belonging as well as reducing peer pressure that children can feel to wear the latest fashions. Affordable uniform is available directly from the school but we recognise parents' choice to source uniform from other outlets to reduce costs.

Exam Fees

The school does not charge pupils for any examinations which are part of the national curriculum.

Private Photocopying/Private Telephone Calls

Private calls are monitored on the phone bills and any calls identified are charged at the cost on the bill to the individuals concerned. Private photocopying is 10p for black and white and 25p for colour (per copy).

Breakages and Fines

In cases of wilful or malicious damage to equipment or breakages or loss of school books, the head of school in consultation with the chair of the governing body may decide to ask parents to pay for the cost of replacing the item. Each incident will be dealt with on its own merit and at their discretion.

Charging in Kind

The cost of ingredients, materials, equipment etc. needed for practical subjects such as food technology or DT is budgeted for and borne by the school. However, the school may charge for or require the supply of ingredients and materials if the product is to be owned and taken home by the child afterwards e.g. food products, art & craft etc. The school will inform parents prior to these activities giving them a choice to pay for materials for the activity.

School Meals

The school currently charges £1 per day per child for a school lunch. To qualify for free school meals, the parent/carer must be in receipt of one of the benefits below:

In England, children are eligible to receive free school meals (FSM) if their parents are in receipt of any of the following benefits:

- Income Support
- Income-based Job Seekers' Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- the Guaranteed element of State Pension Credit
- Child Tax Credit, provided they are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs.

Private Lettings

The hire of the school premises out of hours will be charged at £30 per hour. These charges are subject to change depending on heating, lighting and caretaking costs. All groups are required to complete an insurance questionnaire and produce current liability insurance. These documents are reviewed in the autumn term each year.

Training

Please see below charges for IT training (i.e. e-safety) which is carried out by our ICT Curriculum Leader:

£350 for a full day

£175 for half day

£120 for 2 hours

£50 per hour for anything over 2 hours