




EMMAUS

Catholic and Church of England Academy

Charging Policy

Name of school:	Emmaus Catholic and Church of England
Date of approval of this policy:	Summer 2020
Approved by:	Governing Body
Signature	
Date of next review:	Summer 2022

EMMAUS



A Catholic and Church of England Voluntary Academy

Charging Policy

Introduction

The Governing Body recognises the valuable contribution that the wide range of additional activities can make towards pupil's personal and social education.

The Governing Body aims to promote and provide such activities both as a part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

Charges

Charges for School Activities

We believe that visits to places of interest are an important part of our children's learning. For this reason we subsidise the cost of more expensive visits and out of school activities.

The law does not allow us to require parents to pay for activities which take place during the school day. However, we may ask for voluntary contributions towards the costs of educational visits.

A visit may only go ahead if the majority of parents make a contribution. We do not use a parent's contribution to subsidise other children and we do not exclude children whose parents have not made a contribution.

Charging for Music Tuition

A growing number of children have instrumental music lessons. These are organised by the Sheffield Music Service. *For the academic year 2020- 21 Emmaus are able to offer all Y4 pupils' Violin lessons for free through funding from the Thomas Betton Trust in London. We are also able to offer a limited number of Pathways places for some Y5 and Y6 pupils also through funding through the Thomas Betton Trust.*

Tuition fees are directly billed by the Music Services.

There are a limited number of bursaries available. Parents can apply direct to Music Services, and if successful the termly lesson cost will be reduced by half. To qualify for a bursary you/your child must be in receipt of one of the following:-

- Free School Meals
- Income Support
- Income Based Job Seekers Allowance
- Working Tax Credit, where annual taxable income is below £15000

Charging for School Equipment

The school may ask for a contribution for school equipment where completed work is taken home on completion, and parents have been given the information beforehand that a contribution is to be asked for. For example, if food made in school is to be taken home, parents may be asked for a contribution. Where the food is consumed in school, parents should not be asked for a contribution. Where no contribution is forthcoming, children should not be excluded from the activity.

Charging for Residential Activities

Schools are permitted to charge for the cost of board and lodging during residential school trips. This cost must not exceed the actual cost of the provision.

The cost of any trip is carefully considered in planning the trip, and where possible and practicable, the school may subsidise the cost of a residential visit.

The Headteacher, in consultation with the Chair of Governors, may remit in full or in part the cost of residential trips for some children.

Voluntary Contributions

When planning activities for which voluntary contributions are to be sought, we will take into account the following factors:-

- The need for long term planning to prevent the financial consequences of cancellation should funds not be forthcoming on a voluntary basis.
- The right of parents to withdraw their voluntary contributions before (but not after) the booking has been made.
- The circumstances under which the activity could be cancelled without the school incurring any financial penalty.
- The availability of other sources of funding to subsidise the activity including school funds.

Hardship Fund

Parents who find it difficult to find the money for school trips and paid activities are asked to speak directly to the Headteacher. The Headteacher would consider each case individually and agree, if necessary, any changes.

Policy Monitoring and Review

This policy is to be reviewed every 2 years.

Approved

Summer Term 2020