



Statement

Herrick Primary School recognises the valuable contribution that the wide range of additional activities including trips, visits and residential experiences can make towards pupils' personal and social education. The School aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school.

- 1 For all registered pupils in maintained schools, education is free of charge if it:
 - a. takes place during school time - excluding the midday break.
 - b. takes place outside school hours but is required as part of a syllabus for a prescribed public examination, or as part of the National Curriculum.
- 2 The school may therefore invite voluntary contributions from parents for activities that take place during the normal school day, apart from board and lodging for residential courses.
- 3 Herrick Primary School reserves the right to make a charge in the following circumstances for activities organised by the school:
 - a. School activities in school hours:

any board and lodging element of a residential activity deemed to take place within school hours.

Any transport and tuition provided in relation to off-site activities.
 - b. Activities outside school hours:

the full cost of each pupil for activities deemed to be optional extras taking place outside school hours.
- 4 *Charging in Kind* - Herrick Primary School may ask for a voluntary contribution for ingredients and materials required for various practical activities (e.g. cooking, technology). If the school intend to make a Charge in Kind we will notify parents in advance of the costs.
- 5 *Change of Circumstances* - Herrick Primary School may amend this Charging Policy in the light of changing circumstances and as part of its ongoing policy review process. Parents will be informed in advance of any such changes.
- 6 No child will be excluded from an activity on the grounds of inability to pay. The school reserves the right, however, to cancel or postpone an activity if

insufficient funds have been raised and it is likely to result in an unreasonable financial burden upon the school's delegated budget.

7. Where the parents of a pupil are in receipt of 'Income Support' or 'Income Based Job Seekers' Allowance', (and registered for free school meals), Herrick Primary School may subsidise either partly, or in full, the cost of board and lodging for a residential activity organised for the pupil which is deemed to take place within school hours.
8. In cases of family hardship, which although temporary may make it difficult for pupils to take part in particular activities for which a charge is made, the School, through the Head Teacher, may remit those charges in part or full.
9. In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Head Teacher in consultation with the Chair of the Governing Body may decide it right to make a charge. Each incident will be dealt with individually.
10. If a trip is postponed for reasons deemed necessary every effort will be made to arrange a new date. If the trip is rearranged then no payments will be refunded. If however, we are unable to rearrange the visit full refunds will be issued.

f the trip is rearranged and you no longer wish your child to attend then the deposit and any expenses occurred, will not be refunded.