

SCHOOL POLICY

**Turton
School**

Charging Policy

Reviewed by:	Resources Committee.
Signed (Governing Body):	
Date:	Feb 2022
Next Review due:	Feb 2025

Produced by Turton School

Aim:

We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extracurricular) independent of their parents' financial means. This policy describes how the school will do its best to ensure a good range of visits and activities are offered, whilst trying to minimise the financial barriers that may prevent some pupils taking full advantage of the opportunities available.

1. No charges will be made for

- Education provided during school hours (including the supply of any materials. Books, instruments or other equipment);
- Education provided outside school hours if its is part of the national curriculum, or part of a syllabus for a prescribed public examination that the pupil is preparing for at the school, or part of the school's basic curriculum for religious education;
- Tuition for pupils learning to play musical instruments (or signing) if the tuition is required as part of the nation curriculum;
- Education provided on any trip that takes place during school hours;
- Education that is provided on any trip that takes place outside of school hours if it is part of the national curriculum or part of the school's basic curriculum for religious education;
- Supply teachers to cover those teachers who are absent from school accompanying pupils on a trip;
- Transport provided in connection with an educational trip.
- Governors have agreed that voluntary contributions can be requested. Contributions will be calculated on cost per child and cannot include any 'contingency' to cover non-payment by other children. Parents must be informed that the trip will not run if insufficient contributions are received.

2. Activities for which charges will be made:

- Non-residential activities (other than those listed in 1 above), which take place outside school hours, but only if the majority of the time spent on that activity takes place outside school hours (time spent on travel counts in this calculation if the travel itself occurs during school hours)
- Residential activities – Board and lodging costs of residential trips deemed to take place during school time. However, pupil's who parents are in receipt of benefits listed below may not be charged for board and lodging costs.
 1. Income Support
 2. Income based jobseeker's allowance
 3. Support under part VI of the immigration and asylum act 1999
 4. Child Tax Credit, providing that working tax credit is not also received and the family's income (as assessed by HM Revenue and Customs) does not exceed the sum given in the Revenue and Customs rules.
 5. Guaranteed state pension
- Residential activities – Residential trips deemed to take place outside school time (other than for those activities listen in 1 above)

No profit can be made on any charges.

3. Musical Instruments

The Assisted Instrument Purchase Scheme (AIPS) applies to pupils in full-time state education who receive musical tuition at school, or in a local authority orchestra, as part of their curriculum. It enables them to purchase new instruments through the Local Authority via the Bolton Music Service.

The supply of the instruments by the Local Authority to the pupil is not a business transaction if the pupil is being taught to play the instrument by the school. Participation in the school orchestras count as tuition.

To be eligible for the scheme, the following conditions should be met:

- The pupil must be in full time education at a Local Authority school
- The pupil must be receiving music tuition for the instrument from a school engaged instrument teacher as part of the school curriculum
- The instrument must be used by the pupil at the school or in a Local Authority orchestra
- The instrument must be appropriate to the pupil's needs

4. Sales of printing and stationery

- School Essentials provides stationery for students as well as reprographics and printing services for students, other schools and outside agencies.
- Prices are set to ensure that a profit is made on sales.
- VAT is charged on supplies to students and external customers based on advice received from the Local Authority VAT adviser.
- Schools in Bolton sharing the same VAT account are not charged VAT.

5. Letting of school facilities including the Sports Centre

- All lettings are subject to a letting agreement, setting out the terms and conditions of the school letting or Sports Centre letting policies for Dry Sports/Wet Sports/Coaching, including the agreed charge.
- The governing body, on the recommendation of the finance committee, approves letting rates and individual charges for use of the school facilities.