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| Name of Policy: Charging Policy | Version/Last Review Date: September 2019 |
| Statutory documents linked to policy: | Previous review date: September 2017(V2) May 2013(V1) |
| Other Policies linked to this policy: | Next Review Date: September 2021 |
| Governor Committee Responsible | Curriculum/Research |

WNA Vision: All children will achieve their full potential, with holistic support, whilst enjoying and driving their own learning, gaining self-respect, self-esteem and self-belief. Our classroom extends to rich, exciting environments within the forest, the beach, the city and the community as a whole.

Introduction

All education during school hours is free and so we do not charge for any activity undertaken as part of the WNA.

Aim

The aim of this policy is to set out what charges will be levied for activities outside of school, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

Responsibilities

The Governing Body of the school are responsible for determining the content of the policy and the headteacher for implementation. Any determinations with respect to individual parents will be considered by the headteacher and discussed with the Governing Body.

Publication of information

This policy will be added to westnewcastleacademy.org in order to specify what charges are/are not to be made and for which activities voluntary contributions will be invited from parents.

Charges:

1. Residential Trips - in school time or mainly school time

Parents will only be charged for board and lodging. If parents are in receipt of Pupil Premium (PP) then this will be free. Parents experiencing financial difficulties they are invited to write in confidence to the headteacher (also please see the section on Remissions Policy)

2. Activities Outside School Hours

No charge is made for activities that are outside of school hours and are part of the curriculum. However, we may ask for a voluntary contribution towards the costs for the following:

- Travel
- Materials and equipment
- Entrance fees

3. Extra-Curricular and School Clubs

Clubs and activities provided by third parties will be chargeable -£3 (Families in receipt of PP free)

After School Care - £5 (vulnerable families free)

4. Lettings

The school will make its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges is determined annually by the Finance Committee and form part of our separate Lettings Policy.

Pupil Premium

If the parent/guardian of a pupil is in receipt of Pupil Premium no charges will be made for any activity.

Uniform, school meals and after school care will be funded.