

## **Great Massingham and Harpley C of E Schools Federation CHARGING POLICY**

The governing body has adopted the LA policy on charging for school activities. The policy is available on request at the school and can also be found in the booklet "Information for Parents" published annually by Norfolk County Council.

The governing body recognizes the valuable contribution that activities such as educational visits, trips and shows can make towards a child's education and fulfils the schools commitment to Every Child Matters' relating to *Achieving personal and social development and enjoying recreation*. We aim to promote and provide such activities, where appropriate, both as part of a broad and balanced curriculum and as additional optional activities.

Parents will be invited to make a voluntary contribution towards the cost of providing an educational activity, with no obligation on the part of the parents to contribute. No pupil will be omitted from a visit for this reason, however if parents are not able to support a trip it will be cancelled.

Wherever possible, refunds of amounts already paid by parents towards a school trip will be returned if a child is unable to undertake the trip, unless either or both of the following circumstances apply; resulting in a loss to the school:

- 1        The school has to expend money that is non-refundable by any organisation involved in the event / trip
  
- 2        The cancellation would result in less than the minimum number of children required for the full funding of a pre-booked event/ trip

The governing body reserves the right to make charges for ingredients and materials for such items as cookery, woodwork needlework, etc.

For residential activities the school will follow the LA policy for board and lodging, but will have the option of requesting contributions towards the cost of transport for such an activity.

From time to time the categories of activity, for which a charge may be made, may be amended.

January 2018