

1 Introduction

- 1.1 We recognise the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education. We aim to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities. We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra curricular) independent of their parents'/carers' financial means. This policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

2 Roles and responsibilities

The Headteacher, staff and governors will ensure that the following applies

2.1 No charges will be made for:

- Education provided during school hours (including the supply of any materials, books, instruments or other equipment.)
- Tuition for pupils learning to play a musical instrument (or singing) if the tuition is required as part of the National Curriculum.
- Education provided on any trip that takes place during school hours.
- Education provided on any trip that takes place outside 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 for those teachers who are absent from school accompanying pupils on a residential visit.

2.2 Activities for which charges may be made:

- Activities outside school hours - Non residential activities (other than those listed in 2.1 above) which take place outside the school hours, but only if the majority of the time spent on that activity takes place outside the school hours.
- Residential activities - Board and lodgings costs of residential trips deemed to take place during school time. However, pupils parents / carers who are in receipt of certain benefits (see point 2.3) may not be

charged for the board and lodgings costs. The Academy may also charge for residential trips outside school time, with the exception of trips outlined in point 2.

2.3 Families qualifying for remission or help with charges

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can legally be made will be offered at no charge or a reduced charge to parents / carers in particular circumstances. Criteria for qualification for remission are given below.

Parents/carers in receipt of:

- Pupil Premium entitlement
- Income Support
- Income based Jobseekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided 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.
- Guaranteed State Pension

3. Arrangements for monitoring and evaluation

The Finance Committee of the governing body will monitor the impact of this policy by receiving on a yearly basis a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies. It will seek to evaluate the impact of the school's extended services on those children most in need of additional support.

Date for review:

Autumn Term 2019

