



Ark All Saints Academy

Charging Policy

1 GUIDING PRINCIPLES

Ark All Saints Academy aims to:

- Be committed to a free academy education for all
- Ensure that education in the academy is free.
- Ensure that activities offered wholly or mainly during normal academy teaching time should be available to all scholars regardless of their parents' ability or willingness to help meet the cost.
- Ensure that there is no statutory requirement to charge for any form of education but the academy has the discretion to charge for optional activities provided wholly or mainly out of academy hours.
- Exercise the right when required to invite voluntary contributions for the benefit of the academy or in support of activities organised by the academy, whether during or outside.

2 WHAT WE WILL NOT CHARGE FOR

- Education provided during school hours (including the supply of books, instruments and other equipment)
- Entry for a prescribed public examination, if the scholar has been prepared for it at the academy
- Admission applications
- Examination re-sits, where the scholar is being prepared for it at the academy, and the request has been made by the academy

3 CHARGES WE MAY MAKE

Compulsory trips during or outside of school hours

The academy will request voluntary contributions from parents towards activities organised by the academy during academy hours, or compulsory activities outside of school hours. If insufficient voluntary contributions are forthcoming for an activity and insufficient subsidies are available, then that activity will be cancelled.

The governors of the academy are willing to support the funding of certain activities. Subsidies may be available for children whose parents are unwilling or unable to make a voluntary contribution.

Optional trips wholly or mainly outside school hours

Optional trips wholly or mainly outside school hours may be charged at full cost. These visits may not proceed where full costs are not met by all those who wish to partake in the activity.

Cost of ingredients, materials and equipment

The academy may invite voluntary contributions towards the cost of ingredients, materials and equipment where parents have expressed the wish to have the finished product in subjects such as Technology.

Charges for breakages and damage

The academy may make charges for breakages and damage to property; including window breakages, chewing gum removal and graffiti removal.

Individual instrumental tuition

There is the right to request a cost to the scholar for providing any instrumental tuition not part of normal academy peripatetic provision.

Lunch

The academy will provide scholars with lunch in the event of IT system failure or any other situation that prevents scholars from paying for their midday meal. Scholars who receive Free School Meals will be provided with a free lunch up to the amount they usually receive (currently £2.00). Should scholars exceed this amount, they may be asked to pay the difference at a later date.

Stationery and other equipment

If a scholar does not have all of the equipment required in school, as outlined in the equipment list provided to parents, and is not able to go home to retrieve the required equipment, the academy may provide it and charge the scholar the cost price for the items.

POLICY INFORMATION

Named personnel with designated responsibility for Charging Policy

Academic year	Designated Senior person	Deputy Designated Senior person	Nominated Governor	Chair of Governors
2014-2015	Lucy Frame			Peter Martin

Policy review dates (frequency of review: every year)

Review Date	Changes made	By whom
July 2015	Policy created	Lucy Frame

Ratification by Governing Body

Academic year	Date of ratification	Chair of Governors

Dates of staff training for this academic year

Dates	Course Title	Staff