

HOCKLEY HEATH ACADEMY

CHARGING POLICY

1 Introduction

- 1.1 All education during school hours is free. The school does not charge for any activity undertaken as part of the National Curriculum.

2 Voluntary contributions

- 2.1 When organising events or trips during the school day which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of these. All contributions are voluntary. If the school does not receive sufficient voluntary contributions, it may cancel a trip or event. If a trip or event goes ahead, it may include children whose parents have not paid any contribution. These children are not treated differently from any others.
- 2.2 If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, the school still allows the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school will provide this information on request.
- 2.3 The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:
- visits to museums and places of special interest
 - visits to the theatre
 - class trips
 - on-site workshops

3 Residential visits

- 3.1 If the school organises a residential visit, we make charges to cover the costs of board and lodging. Parents who receive the following state benefits are exempt from payment:
- Universal Credit in prescribed circumstances (government to prescribe the circumstances when Universal Credit is fully rolled out)
 - Income Support (IS)
 - Income-based Jobseeker's Allowance (IBJSA)
 - Support under Part VI of the Immigration and Asylum Act 1999
 - Child Tax Credit (providing that Working Tax Credit is not also received and the family's income (as assessed by her Majesty's

Revenue and Customs) does not exceed £16,190 (financial year 2013/14)

- The guarantee element of State Pension Credit
- An income-related employment and support allowance.

4 Music tuition

- 4.1 All children study music as part of the normal school curriculum. We do not charge for this.
- 4.2 There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual & group lessons, for which we make a charge. Parents in receipt of state benefits, (as defined above), are exempt from payment. We give parents information about additional music tuition on request and charge at the start of each term.

5 Swimming

- 5.1 All schools must provide swimming instruction either in key stage 1 or key stage 2 as part of the National Curriculum. These must take place in school time, during which pupils should be taught to:
- swim competently, confidently and proficiently over a distance of at least 25 metres.
 - use a range of strokes effectively [for example, front crawl, backstroke and breaststroke].
 - perform safe self-rescue in different water-based situations.

At Hockley Heath Academy, the school has chosen to provide swimming lessons during Key Stage 2. We inform parents when these lessons are to take place and request a voluntary contribution to support travelling costs.

6 After School Clubs

- 6.1 Various after-school clubs are run throughout the year. Those run by internal members of staff are free-of-charge. Clubs run by outside agencies usually incur a charge. Parents are informed of this before enrolling their children.

7 Standard Charges

- 7.1 A list of standard charges is shown in appendix A. The Principal has the authority to set one-off charges for a specific event or waive any charges for a charitable purpose.

Appendix A

Music Fees – Scale of Charges

Charge per group session £3:00 per week (£33 per 11-week term)
(20 – 30 minutes dependent upon group size)

Facility Hire - Scale of Charges

Arrangements for hire of the facilities should be discussed with the Business Manager. Standard charges for the hire of the school facilities are shown below:

Hall Hire

1 hour	£20
2 hours	£30
3 hours	£40
More than 3 hours	£50

The kitchens are unavailable for use.
The front playground may be used as a car park.

Hire of field, playground or classroom

1 hour	£10
2 hours	£20
3 hours	£25
More than 3 hours	£35

The H-H Club

Before School	£4.00/session
End of school to 4:30pm	£6.00/session
End of school to 6:00pm	£10.75/session
Following after-school activities to 6:00pm	£6:00/session

A penalty fee of £5 per quarter-hour will be charged for late collections after 6pm.

Nursery wraparound – 11:50am until 1:00pm	£5:00/session
Nursery wraparound – 11:50am until 3:00pm	£12:50/session

Pre-school	£13.50/session
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Adhoc sessions are charged at the same rate.