

HOBBAYNE PRIMARY SCHOOL CHARGING POLICY



Our school has a responsibility to treat all stakeholders equally irrespective of 1) age 2) disability 3) gender reassignment 4) marriage and civil partnership 5) pregnancy and maternity 6) race 7) religion or belief 8) sex 9) sexual orientation and 10) socio-economic status.

Introduction

Hobayne Primary School is an inclusive school committed to minimising the chance that pupils are excluded from school activities because of cost. It is our aim that all pupils should receive equal access to curricular activities and that we act sympathetically and supportively towards families who may not be able to afford to pay for extra-curricular experiences for which independent providers charge. This includes keeping such costs under review to ensure they are reasonable and seeking to arrange subsidies where appropriate either from school funds or independent bodies. Parents have a right to know how each trip is funded. The school provides this information within the letter content sent home

Education During School Hours

All education during school hours for children of Nursery age through to Year 6 is free. The school also arranges a number of day trips out of school and visits by external providers into school to enhance and broaden the school curriculum. We make no charge for these enrichment activities but do ask for a contribution towards the cost. Parents are also asked to contribute towards the cost of materials for practical activities in some circumstances. In addition, some year groups have residential trips programmed into the school year. We ask for payment for these opportunities but give families advance notice to enable them to budget towards meeting the cost, we offer special payment arrangements to support individual families and apply to independent bodies such as the Hobayne Trust to subsidise the cost for some families. We also offer subsidised costs to pupils who fall under the Pupil Premium umbrella. Parents/carers may also like to be aware that children are entitled to a Nursery Education Grant for the term after their third birthday which guarantees them 2.5 hours per day of nursery provision, 5 days per week.

Contributions

Contributions may be requested by the school in the following circumstances:

Nursery Honeypot

Parents/carers with children in our Nursery may be asked to make a contribution to our "honeypot", a fund that enables us to pay for the incidental costs of resources to enrich children's experiences.

Enrichment Activities

Examples of enrichment activities are trips out of school and visits by external providers or partner organisations into school. The school invites parents to contribute to the cost of enrichment activities on a case-by-case basis. However, if we do not receive sufficient contributions, we may in some circumstances decide to cancel the activity. If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a contribution, we do allow the child to participate fully in the trip or activity. If parents are unable to contribute the full amount, they are encouraged to contribute whatever they can towards the trip or visit. The school may pay the shortfall and meet the additional costs in order to support the visit. The school only passes on the overall cost of a school trip and under no circumstances makes a profit. Parents may, if they wish, pay more than the minimum contribution to enable an activity to take place where others are unable to afford the contribution. If parents kindly wish to pay more, they may do so at their own discretion. From time to time, the Hobayne Trust may fund some additional enrichment activities. In these circumstances, a parental contribution may or may not be requested. Note that the swimming lessons Year 4 received throughout Year 4 are fully funded through the local authority.

Uniform

We expect children to wear our school colours of green, grey, black and white. We encourage parents/carers to purchase items of uniform with the school logo on them from the school office, Kevin's in Greenford Broadway, PMG in Boston Manor or online at Tesco at www.tesco.com/ues. We also hold regular second-hand uniform sales through our PTA to support parents who may find the purchase of new uniform items prohibitive. We expect children to be properly equipped for PE lessons. Where a parent/carer has a particular difficulty affording essential items of uniform, we will support them to ensure their child is kitted out appropriately.

Non-Uniform Days

From time to time, the school may decide to allow children to come to school in their own choice of clothes. This is usually related to fund-raising for a charity or to support the work of our Parent-Teacher Association. We ask for a donation on these occasions of money or an item that may be sold to raise money. If a parent wishes their child to take part in a non-uniform day but is unwilling or unable to make a contribution, we do allow the child to participate fully.

The cost of materials used in practical lessons

On occasions, the school may ask for a contribution towards the costs of materials for use in practical lessons. A good example of this is our annual Arts Week, where we ask for a contribution towards the cost of the appropriate materials. Where a parent is unwilling or unable to make a contribution, we do allow the child to participate fully. We may also sometimes ask parents to help in preparation for a school performance by asking them to provide a costume, part of a costume or props. Again, these sorts of contributions are at parents/carers own discretion.

Extra-Curricular Activities and After-School Clubs

The Hobbayne House is the name given to the in-school outfit that all extra-curricular clubs fall under. Hobbayne House offers a wide variety of exciting activities that encompasses low childcare fees, staffed by childcare professionals who are endorsed by the school and managed by a Hobbayne member of staff. There is a cost implication for attending the majority of clubs within Hobbayne House, which is self-funding and for which the school seeks to cover its administrative and other costs, of which any said profits are ploughed back into the school. Charges for clubs and any other provision are made explicit at the time of offering opportunities to children. We can arrange special payment arrangements to support individual families and apply to independent bodies such as the Hobbayne Trust to subsidise the cost for some families providing a specified criteria is fulfilled. We also aim to offer subsidised costs to those pupils that fulfil the Pupil Premium criteria. There are several clubs where pupils are specifically invited to attend and participate, in order to enhance their learning and development – there is no charge for these clubs.

Residential Visits

Where the school organises a residential visit in school time or partly school time, which is to provide education related to the National Curriculum, we make a charge to cover the costs of board, lodging, activities and transport. It is our aim that all pupils should receive equal access to residential visits and that we act sympathetically and supportively towards families who may not be able to afford to pay for such an experience. This includes keeping such costs under review to ensure they are reasonable and seeking to arrange subsidies where appropriate from independent bodies. Pupils that fulfil the Pupil Premium criteria are offered subsidised costs if they wish to attend these trips.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. Subject to availability and to the terms and conditions of individual tutors, children are offered the opportunity to study a musical instrument with peripatetic teachers. Parents who wish their child to participate, purchase or hire the instrument and pay the additional music lesson fees on a termly basis. These lessons may be taught individually or to small groups of children who have chosen to learn one of a variety of instruments. It should be noted that a full term's notice is required should your child wish to stop having such lessons and full payment made.

School Property - Damage and Loss

If a child damages or destroys furniture or fittings, materials, apparatus, equipment, books or any part of the fabric of the building the school reserves the right to ask parents to pay the full or part cost of repair, replacement or restoration, where this is a result of a pupil's inappropriate behaviour. Parents will be asked to pay the replacement cost of any library or reading book issued to a child that is lost or not returned to school when requested. We act sympathetically and supportively towards families who may not be able to afford to pay for such an experience.

Library Books

We reserve the right to ask families for the full cost of any library books borrowed by children and either damaged beyond repair or not returned to the school on request.

Breakfast Club

The school runs a Breakfast Club from 7.45am to 8.45am every morning. There is a charge for this service. Parents may pay on a half-termly, weekly or daily basis. Parents/Carers are able to pay via Childcare Vouchers, which they can receive through the organisations/companies that they work for, should they be participating in this scheme.

Subject to capacity, the club can be used on a daily drop-in basis. We can arrange special payment arrangements to support individual families and apply to independent bodies such as the Hobbayne Trust to subsidise the cost for some families and in some instances absorb the cost ourselves, for example to support families in catchment unable to get all their children into Hobbayne.

Busy Kids After-School Club

This is an independently-run club registered with OFSTED to provide after-school care.

Fruit and Water

We encourage parents/carers to provide their child with a fruit snack and water every day. This is entirely at parents discretion. We are part of the Government's "Fruit for Schools" scheme and endeavour to ensure that all children receive a fair allocation of the fruit received into school through this scheme throughout EYFS and KS1.

School Dinners

Parents/carers reserve the right to choose whether their child has school dinners, or a packed lunch brought from home. Parents/carers who wish their child to have a school dinner can pay the Catering Company by phone or online. If paying by phone; parents may pay by credit or debit card by ringing 0208 280 0318 or 0208 280 0319. To pay online, parents should visit www.ealingmeals.com. Non-payment of dinner-money will be pursued by the catering company. It should be noted that school dinners are to be paid for a week in advance and accounts kept in credit. Credit refunds are available should your child wish to stop school meals.

A child is eligible for free school meals if the parents/carers receive income support, Job Seekers Allowance (income based), Child Tax Credit or Pension Credit with Child Tax Credit and have an annual income of less than the specified amount (and not in receipt of Working Tax Credit) or are assisted by the National Asylum Support Service (NASS).

Please note that effective September 2014, all EYFS and KS1 children are entitled to receive universal free school meals. If you wish to participate in this scheme, you are required to sign up at the school office.

School Documents and Curriculum Information

The school is committed to making information easily accessible to parents/carers. Parents/carers are able to read school policies on our website or on the school premises, free of charge. Documents held on the school website are available to download free of charge.

School Fund

This policy does not include provision to ask for a contribution per child on roll, per term to a School Fund. If parents kindly wish to make a donation to support school activities at any time, we will be very pleased to accept your generosity.

Policy Last Reviewed: March 2017

Policy Prepared by: J Brown, Headteacher

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