



Winlaton West Lane Community Primary School

	Charging and Debt Policy
Issue date:	November 2024

1. The Education Reform Act 1988 states that there are no statutory requirements to charge for any form of educational activity. The principle is that of free education. This policy identifies those areas where schools may either charge or seek financial contributions from parents.
2. The Governors are sympathetic to the law as outlined below but also wish to support the school in its policy of providing educational visits and hosting educational visitors. This is seen as vital in extending and enriching educational provision. Unfortunately, our budgets don't provide for this. Governors have therefore instituted a policy of requesting voluntary contributions from parents to enable such a valuable part of pupils' education. Below are the main areas of additional activities which we seek to support.
3. Visits, activities and visitors.
 - a. We may charge to cover the costs incurred.
 - b. Charges may be spread out for large expenses, and a non-returnable deposit may be charged especially where we incur irrecoverable up front costs.
 - c. Participation will be on the basis of parental choice.
 - d. The charge in total will not contain an overall profit element.
 - e. Costs may include travel, board & lodging, resources, staff costs, entrance fees, insurance.
 - f. At our discretion we may reduce parental contributions on an overall or individual basis in line with support given from school resources.Where sufficient money can't be raised to cover the cost, the activity may be cancelled and any money paid (less the deposit) returned.
4. Practical subjects. Subjects such as sewing and baking require substantial levels of consumable resources. Parents may be charged for or required to supply ingredients and materials if they have indicated in advance a wish to own a finished product. There could also from time to time be charges for specialist coaches providing after school club tuition as the school will have to pay for the coach provision.
5. Music. We may charge for music tuition or equipment at any time. Parents must agree to pay any charges before tuition begins.
6. Transport. We won't charge or activities which are part of the core education activities,

but we may charge for transport to optional activities.

7. Residential Visits. These will require payable charges for all pupils unless the amount of time spent away falls in line with DFE criteria and therefore supplementary costs will be paid by the school.
8. Debt. Where money is owed to school for any reason, we will seek to recover it by engaging with the parents. We try to engage with parents to manage repayments in a planned way, prevent further debt and make the most supportive plan we reasonably can. In rare circumstances we may reduce the debt where genuine hardship exists, i.e. 'can't pay' rather than 'won't pay'. Such adjustments are entirely up to us.

Ultimately we may choose to take a parent to court via the HM Courts and Arbitration Service to recover the money owed. If we do this, we will add the fees HM Courts charge us to what is owed. Further debt recovery options are at the discretion of the Governors.