

# Ashtree Primary School and Nursery

## Charging Policy

1. The school will charge parents the full cost of music tuition, breakfast club, Elite Sports after-school club coaching, uniform and all school photographs. Parents will be charged for board and lodging for the Kingswood trip.
2. The school will ask parents for a contribution of £3.50 towards the cost of a lost book and a contribution of 35 pence towards the cost of a lost exercise book.
3. The school may ask parents for voluntary contributions towards the cost of swimming, visiting theatre groups, day trips and art, cookery and technology materials. The contribution must be genuinely voluntary and the children of parents or guardians who do not contribute will not be discriminated against. If there are insufficient contributions towards such an activity, then it may be cancelled.
4. For families who receive Income Support, Working Families Tax Credit, Disabled Person's Tax Credit or Income-based Job-seeker's Allowance, some remission of charges may apply.
5. Refunds:  
Costs will be refunded for regular activities such as swimming if sessions are missed as a result of transport problems with the activity.  
If any school extra-curricular activity makes a surplus, then this will be refunded to parents if the individual refund is in excess of £4.99.  
The costs of day visits missed as a result of illness are not refundable.  
Club costs are generally not refundable, except in exceptional circumstances, at the discretion of the Governing Body.
6. The intention of this policy is to ensure that any charges made by the school are levied in a fair, legal and consistent way and that

any financial support available from Hertfordshire County Council is offered appropriately.

Policy agreed by the Governors Resources Committee: March 2020

Policy Review Date: March 2023