

## Garden Suburb Schools

### Charging Policy

#### 1 Introduction

- 1.1 All education during school hours is provided at no cost to parents. The school does not charge for any activity undertaken as part of the National Curriculum.

#### 2 Voluntary contributions

- 2.1 When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If the school does not receive sufficient voluntary contributions, a trip may be cancelled. It is possible to pay by cash, cheque, made payable to the **Garden Suburb Infant or Junior School**, or through an online credit card payment system (Parentmail). If a trip goes ahead, it may include children whose parents have not paid any contribution. The school does not treat these children 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 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 provides this information on request.
- 2.3 The following is a list of possible additional activities organised by the school, which require voluntary contributions from parents. This list is not exhaustive:
- visits to museums;
  - sporting activities which require transport expenses;
  - outdoor adventure activities;
  - visits to the theatre;
  - musical events.

#### 3 Residential visits

- 3.1 If the school organises a residential visit which is to provide education directly related to the National Curriculum, charges are made to cover expenses which include travel and accommodation. Financial support is available for families who receive state benefits.

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### 4 Music tuition

- 4.1 All children study music as part of the school curriculum. The school does 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 or small group lessons. The LA make a charge for these lessons. Financial support may be available for families who receive state benefits. The school gives parents information about additional music tuition at the start of each academic year.

### 5 Swimming

- 5.1 The school organises swimming lessons for children in Year 4. These take place in school time and are part of the National Curriculum. No charge is made for this activity.

### 6 Extra- Curricular Activities

- 6.1 The school offers a range of after school activities. There is a charge for some of these sessions. Financial support may be available for families of vulnerable children or who receive state benefits.

### 7 School Meals

- 7.1 School meals for the Infant School are free as of September 2014, and therefore there are no charges.
- 7.2 For the Junior School the current cost of a school meal (April 2014) is £2.15 per day. Lunch money is payable in advance on Mondays or at the beginning of each half term. It is possible to pay by cheque, made payable to the **Garden Suburb Junior School**, or through an online credit card payment system (+Pay). There is also a credit card payment facility available through the Catering Service office or through the online payment facility through Parentmail. If a child is absent, parents/carers will not be charged for a school lunch.
- 7.3 There is an entitlement to free school meals if parents are in receipt of:
- Income support
  - Income based Jobseeker's Allowance
  - Child Tax Credit, where the parent is not entitled to Working Tax Credit and whose annual income (as assessed by the Inland Revenue) does not exceed £16,190
  - For asylum seekers being supported by a local council or NASS

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The benefit runs from one year or until circumstances change, whichever comes soonest. Forms are sent annually to renew applications.

- 7.3 Lunches should always be paid for in advance. Parents are given the amounts for the half and full terms through the newsletter. Reminders are sent out to parents, once arrears over one week's money accrue. Once the amount reaches £50 parents are asked to provide packed lunch until the debt is cleared, and invited to discuss if they have any problems with payment. If the debt reaches £100 it is then referred to LB Barnet. If the child leaves the school with outstanding debts these are pursued by letter and can also be referred to LB Barnet.

**Signed..... Chair of Governors**

**Date.....**

**Signed.....GSJS Headteacher**

**Date.....**

**Signed.....GSIS Headteacher**

**Date.....**