

WESTBOURNE ACADEMY TRUST

CHARGING POLICY

Westbourne Academy Trust provides a full and varied programme of activities for pupils, encouraging full participation in recognition of the social and educational benefits for all.

This policy aims to enable equal access to these experiences for all our pupils.

It is the policy of this school:

- To request voluntary contributions from parents/carers towards activities organised by the school during school hours.
- If insufficient voluntary contributions are forthcoming for an activity, then that activity may be cancelled.
- Optional trips wholly or mainly outside school hours are charged at full cost.
- Parents are advised to speak to the Headteacher if they wish their child to take part but have concerns about the cost of trips, or wish to spread payments towards the trips over a longer period than that indicated.
- The school uses Pupil Premium Grant to support inclusion of pupils this applies to by:
 - Contributing £10 towards the cost of any day trip costing over £10
 - Contribute towards the cost of board and lodgings of any residential trip
 - Contribute towards swimming lessons
 - Exemption of charges for references to Independent Schools.
- This school may charge for breakages and damage to school property including window breakages and cost of graffiti removal.
- Parents will be fully supported by the school in using the ParentPay system.
- Individual and class photographs taken by the school appointed photographer are offered for sale from time to time. Payments are made directly to the photographer and any issues relating to quality/supply should be taken up with the photographer.
- The school may levy a charge for miscellaneous services up to the cost of providing such service, e.g. for providing a copy of a full Ofsted report.
- The school will charge for pupil references in support of applications to Independent Schools.
- Lettings will be charged at pre-agreed rates, for example for use of premises for polling and for Kidzone.

Date of next review: Summer Term 2026