



BAYSIDE
ACADEMY

Bayside Academy Charging Policy

**Adopted by Governors: November 2017
To be reviewed: November 2020**

High Expectations lead to High Achievers

The Governors of the School accept the following principles in respect of its Charging Policy.

1. Education in Schools Hours:

To expect parents to provide school clothing i.e. uniform, PE kit, Weather Protection.

2. Voluntary Contributions:

The Governors of Bayside Academy recognise the valuable contribution that the wide range of additional activities including trips, clubs and residential experiences can make towards pupils' education. In order for these to continue as in the past, the Governors, will invite voluntary contributions for the benefit of the school or in support of such school activities.

It is understood that the contributions are genuinely voluntary and that registered pupils will not be treated differently according to whether or not their parents have contributed in response to a request.

Any request for voluntary contributions will be made in writing and signed by the Principal.

3. Breakages and Fines:

The cost of repair/replacement of items of fabric damaged/broken by pupils will be charged to parents.

The cost of replacement of lost, damaged or defaced school materials/textbooks/equipment which arises as a result of a pupil's behaviour will be charged to parents

4. Charging for School Meals

The Governors will review annually the charge for school meal provision to those not entitled to Free School Meals. This charge is reviewed by the Finance and Premises Committee when setting a budget for the next financial year.

5. External Curriculum Provision

The provision of bespoke education packages to educational centres/schools outside of the Trust is put together and costed by the Finance Director and approved by the Governors under the Scheme of Delegation.

- a. The scales of charges provided by the School through the Personalised Pupil Services are separate and reflect the difference in the provision available. Charges are reviewed annually by the SLT and approved by the Chief Executive Officer. These charges are by invoice on a half-termly or termly basis as appropriate.

- b. Provision and charges for bespoke packages are put together by the ELT, costed by the Business Management Team and approved by the Chief Executive Officer.
- c. Charges for special requirements authorised by the Special Educational Needs Department of Poole Borough Council are charged at the agreed rate for employed staff or at cost if supply staffing is agreed. These charges are by invoice on a half-termly or termly basis as agreed with the LA.
- d. Charges for training and special projects undertaken by the PPS and costed by the Business Management Team in conjunction with the Principal and agreed by the Chief Executive Officer.

Key:

ELT – Extended Leadership Team

PPS – Pupil Placement Scheme

PE – Physical Education

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