



Policy:	Charging – School Activities, School Lunches & Milk
Policy Reference:	CMF4
Review Date:	November 2025
Next Review:	November 2026
Authorised by:	Headteacher

The governing body of Clare Mount Specialist Sports College has adopted the following policy in connection with the matter of charging for school activities.

1. The governing body endorses the policy of the Wirral Local Authority (LA) with respect to charging for school activities. This policy backs the principles that education in maintained schools should be free and that no pupil's education should be affected by his or her parents' / carer's unwillingness or inability to pay or contribute towards the cost of the pupil's education.
2. Pupils should not have to pay for any materials, books, instruments or other equipment which they use in connection with education provided during school hours. However, the school may charge for, or ask for ingredients or materials for, practical subjects where parents / carers have said that they want to own the finished product.
3. The school will not charge for staff or material costs at residential centres or for travel to and from outdoor centres if the visit takes place during school hours, however, we may charge for travel if the visit is an optional extra.
4. The school will charge for board and lodging at residential centres. Remission on these charges will be available if the parents / carers are in receipt of the following benefits when the visit takes place or receiving Free School Meals or PP+:
5. Free school meals are available to pupils in receipt of, or whose parents are in receipt of, one or more of the following benefits:
 - Universal Credit (provided you have an annual net earned income of no more
 - than £7,400, as assessed by earnings from up to three of your most recent
 - assessment periods)
 - Income Support
 - Income-based Jobseeker's Allowance
 - Income-related Employment and Support Allowance
 - Support under Part VI of the Immigration and Asylum Act 1999
 - The guarantee element of Pension Credit

- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have
- an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for
- Working Tax Credit
- Any other relevant benefit agreed with the Headteacher

(Information correct as at June 2025)

Parents /carers should contact the Headteacher in the first instance. There is no requirement to complete any forms and the cost will be met by the school from the school budget, school funds or Pupil Premium as determined by the Finance Committee. If the school does not have sufficient funds to meet these costs the Headteacher may cancel the trip.

6. School trips and visits form an important part of the curriculum offered by our school. Parents / carers are not required to pay for such visits, but may be asked to make voluntary contributions towards the cost. No pupil will be excluded from a school trip because of their parents' / carers' unwillingness or inability to contribute, however, it is hoped that parents / carers will feel able to support the school in its efforts to provide a full and interesting curriculum for all its pupils. If the contributions made are not sufficient to enable a planned trip to take place, the Headteacher may cancel the trip or make such changes to the organisation of the trip as she thinks necessary.
7. For activities defined as "optional extras" under the Education Act 1996, the school will charge for board and lodging, travel, materials, books or other equipment, entrance fees, teaching and non-teaching staff and any other costs for providing the activity. If parents / carers would like their children to take part in such activities but are unable to meet the full cost, financial assistance may be available; the Headteacher is happy to talk to parents / carers in confidence about that possibility.
8. Parents / carers may be asked for payment towards the cost of repairing or replacing any part of the fabric of the school or any item of school property which has been damaged or lost as a result of their child's behaviour.
9. Parents / carers will be asked to pay for examination fees in the circumstances outlined in the Local Authority's policy statement. (<https://www.wirral.gov.uk/my-services/childrens-services/education-and-learning/extra-curricular>)
10. Milk is provided free to pupils.
11. School meals are provided by school at £2.50 per day. This is below the free school meal set by government of £2.58 for 2025-2026. Meals are provided free to pupils who are entitled to a free school meal. If

you are a foster carer, and receiving a fostering allowance, you are not eligible to claim free school meals for those children you are fostering from school year 3 and above.

12. A "Schedule of Charges" will be compiled annually and agreed by the Governing Body. This will include any services provided by the school where a cost is incurred including, school lunches & milk.
13. School meals may be given free of charge to staff and / or visitors at the discretion of the Headteacher, otherwise the cost for staff and visitors is £2.00.
14. Breakfast club will provide free toast and cereal but may charge for bacon/sausage

Updated By: *Lindsey Egan*

Approved and agreed at Finance Governors: *17/11/25*