



**CHESTERTON
COMMUNITY COLLEGE**

**Chesterton Community College
Educational Visits Charging Policy**

June 2014

Educational Visits Charging Policy

Principles

- Our goal is that no student should be prevented from going on a trip because they cannot afford it
- The school cannot afford to subsidise trips for students who are not eligible for Free School Meals, Working Tax Credit or Income Support. Where insufficient contributions are made by parents to cover the cost of a trip, the trip is likely to be cancelled
- Where trips happen outside of the school day, staff give their time voluntarily and without charge

Procedures

- The cost of all trips under £50 will be rounded up to the nearest £1. The cost of all trips above £50 will be rounded up to the nearest £5. The cost of all trips over £200 will be rounded up to the nearest £10. This will reduce bureaucracy and any income that is generated but not used will be put into the Trips Hardship Fund
- Students who are eligible for Free School Meals, or whose parents are in receipt of Working Tax Credit or Income Support are entitled to a reduction of 30% for all trips. Parents should provide evidence that they are in receipt of Working Tax Credit or Income Support when payment is made for the first trip in a school year but will not need to do so again until the following school year. Evidence of income will be kept securely by the Finance Office and destroyed at the end of each school year. The decision to offer reductions greater than 30% where there is significant hardship will be made at the school's discretion on an individual trip basis