

Great Budworth CE Primary School Charging and Lettings Policy

SCHOOL CHARGING POLICY 01/09/16 – 31/08/17

No.	Income Activity	Approved Charge
1	Music Tuition	N/A p.a. (if paid in one go in Autumn Term). per Term (if paid on a termly basis).
2	Adult Education	As per LA recommended "Schools Lettings Charges".
3	Other Casual Lettings	As per LA recommended "Schools Lettings Charges" unless market can withstand higher charges (to be agreed by Headteacher) for lettings of a commercial nature.
4	Staff Personal Phone Calls	15p for standard phone calls. As per itemised bill for longer-distance calls.
5	Personal Photocopying	5p per black & white copy. 10p per colour copy.

County Recommended Schools Lettings Charges – September 2016 to August 2017
– As Approved By the Governing Body of Great Budworth CE Primary School

The recommended charge for the use of school premises for community use for the 2015/16 academic year is as follows:-

	Adult & Community Learning Usage (£ per hour)	Community Use (2/3 of actual cost of return rate) (£ per hour)	Commercial Use (Actual Cost Return Rate) (£ per hour)
Primary Schools			
Hall	14.73	29.45	44.20
Classroom	9.20	18.40	27.60
Subsequent Classroom	2.13	4.25	6.40
On-Cost for Sunday and Bank Holiday Lettings	2.15	4.30	6.45
Football Pitch	Weekday	36.30	
	Weekend	48.05	

County Council Election Charges from April 2014

The recommended charges relating to Elections have now been removed. Schools are obliged to provide 'free of charge' a room in a school for election purposes. The returning officer is only obliged to make good any damage and to pay any additional caretaking costs. Currently CWAC will reimburse caretakers direct for the extra hours they work on Polling day. Historically the Returning Officer has also paid schools an amount towards the cost of any additional heating and lighting expenses.

Weddings or other events with a marquee:

There will be a £500 charge for the day of the event also a £100 charge per day required to put up and dismantle the marquee.

These letting charges have been designed to be used as a GUIDE when charging for the use of School facilities.

Schools are advised to use their own discretion when deciding on the exact charges to be levied. Please take into account local conditions and levels of charging from similar venues.

Signed:..... Chairman of Governors

Signed:..... Headteacher

Date:.....

Review Date:.....