

Costock C of E Primary School



CHARGING & REMISSIONS POLICY

Mission Statement

"We are a happy school at the heart of the community where learning for all is promoted. Our ethos is to combine high quality teaching with care and support in the pursuit of excellence. Achievement, however it is shown is always celebrated. Christian values are combined with a creative and open perspective. This enables all members of our school community to learn, grow and develop as individuals to realise their potential."

Approved by Finance & Personnel Committee 11/10/16
Review Date: October 2018

COSTOCK C OF E PRIMARY SCHOOL CHARGING POLICY

- 1 Introduction
- 2 Charges
- 3 Remissions

Date approved by the **F&P Committee**

XXXXX

Signed by **Chair of Finance Committee**

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Date of next review

XXXXX

1 – Introduction

The Head Teacher and Governing Body recognise the value of providing a wide range of experiences to enrich and extend pupils learning and to contribute to their personal development. The school aims to promote and provide such experiences for the pupil, both as part of a broad and balanced curriculum and as additional optional activities. However many of these activities have an associated cost and cannot be provided unless voluntary contributions are received or parents are charged for the cost.

This policy sets out the circumstances in which charges can be made for school activities, and when charges may be waived in order to ensure that all pupils have an equal opportunity to benefit from school visits, curricular and extra-curricular activities. This policy complies with Sections 449-462 of the Education Act 1996 which sets out the law on charging for school activities in schools maintained by local authorities in England.

We aim:

- To make school activities as accessible to all pupils regardless of family income

- To encourage and promote external activities which give added value to the curriculum

- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school

- To respond to the wide variations in family income whilst not adding additional unexpected burdens to the school budget.

2 – Charges

Under the charging provisions set out in legislation, the Governing Body may choose to charge for certain defined activities. In order to enhance the curriculum opportunities for the pupils, parents may be requested to make voluntary contributions. No pupil will be left out of any kind of activity because his or her parents cannot or will not make a contribution of any kind. Any charge made in respect of individual pupils will not exceed the actual cost of providing the activity and will not include any element of subsidy for any other pupils wishing to participate in the activity where parents are unwilling or unable to pay the full charge. The school will make it clear to parents at the outset if the activity cannot be funded without voluntary contributions, and if insufficient contributions are received the activity may be cancelled.

The Governing Body reserves the right to make a charge for the activities and items detailed below:

- Board, lodging and travel on residential visits
- After school and pre-school clubs
- Individual music tuition
- Breakages and damage to school buildings, furniture or property
- Loss of school equipment
- Any other education, transport or examination fee unless charges are specifically prohibited

The Governing Body may, from time to time, amend the categories of activity for which a charge can be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

3 – Remissions

This policy takes into account the very real and persistent difficulties which people on low income have in meeting the costs of educational activities for their children and the Governing Body will observe its statutory requirements to remit the full cost of board and lodgings for residential visits in the following instances:

- Income Support (IS);
- Income Based Jobseekers Allowance (IBJSA);
- support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £15,575 (Financial Year 2008/09);
- the guarantee element of State Pension Credit; and
- an income related employment and support allowance that was introduced on 27 October 2008.

There may be cases of family hardship which make it difficult for pupils to take part in other activities for which a charge is made. When arranging a chargeable activity the Governing Body may invite parents to apply in confidence for the remission of charges in part or full. Authorisation of remission will be made by the Head Teacher in consultation with the Chair of the Finance Committee.