



Ide Primary School

Policy Statement on Charging and Remissions

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| Committee: | Resource Committee |
| Staff consultation: | NA |
| Ratified by governors: | May 2016 |
| Review dates: | May 2017 |

Introduction

The purpose of the policy is to ensure that there is clarity over those items which the school will provide free of charge and for those items where there may be a charge.

The policy has been informed by the LEA policy and the DfES guidance and complements the school's Policy on Outdoor Education.

Definition

The school day is defined as: 9.00am – 12.30pm and 1.30pm – 3.30pm. The midday break does not form part of the school day.

Responsibilities

The headteacher will ensure that staff are familiar with and correctly apply the policy.

The Governors will review the policy annually

Policy statement

During the school day all activities that are a necessary part of the National Curriculum plus religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charges made for teaching an individual pupil or groups of up to four pupils to play a musical instrument. Unless the teaching is an essential part of the National Curriculum we will make a charge. (*See below*)

Voluntary contributions may be sought for activities during the school day which entail additional costs, (for example field trips, theatre visits)

In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. (If insufficient funds are available it maybe necessary to curtail or cancel activities)

From time to time we may invite a non-school based organisation such as a visiting drama group, artist or storyteller to arrange an activity during the school day. Such organisations may wish to charge parents,

who may, if they wish, ask the headteacher to agree to their child being absent for that period.

Optional activities outside of the school day

We may charge for optional, extra activities provided outside of the school day, for example football/netball and other extra-curricular clubs, theatre visits. Such activities are not part of the National Curriculum or religious education. Where we wish to charge we will tell parents in advance. Where specific funding has been received to support particular activities we will subsidise the charge to the extent permitted by the funding.

Residential

Charges will be made for board and lodging, except for pupils whose parents are in receipt of eligible benefits. In such cases governors agree to subsidise 75% of the overall costs, excepting where this would lead to cancellation of the residential due to insufficient funds being raised to make the residential financially viable.

On receipt of a request for support, made by parents who have more than one child attending a residential in the same financial year and who are not in receipt of benefits, then Governors may consider subsidising the cost of the residential by 50% for the second pupils and 75% for the third.

Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't or won't. Support for cases of hardship will come through voluntary contributions and fundraising.

Parents who would qualify for support are those who are in receipt of eligible benefits.

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

Music Tuition

In cases of hardship the governors will consider in their absolute discretion the remission of fees (either in full or in part) for those pupils who they consider will benefit from such tuition.

Eligible benefits

Income Support;

Income-based Jobseeker's Allowance;

Support under part VI of the Immigration and Asylum Act 1999; or

Child Tax Credit (providing that they do not also receive Working Tax Credit and have an annual income, assessed by The Inland Revenue, that does not exceed £13,230).