

Charging and Remissions Policy DRAFT 2017-18

Rationale

The purpose of this 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.

Definition

The school day is defined as 9.00am to 3.15pm. The midday break does not form part of the school day.

Policy Statement

During the school day all activities that are a necessary part of the National Curriculum will be provided free of charge. However, there may be occasions when the school will ask for voluntary contributions with regards to national curriculum activities and we rely on parent/carers goodwill to help subsidise some of these activities such as swimming. Unless the teaching is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), we will make a charge. Please see item re. Musical Tuition Voluntary contributions will be sought for activities during the school day which will entail additional costs, i.e. off-site trips or theatre groups that act as an enrichment to our topics. In these circumstances no pupil will be prevented from participating because his/her Parent/Carers are unable to or unwilling to make a contribution. In the event of insufficient voluntary contributions it may be necessary to cancel the planned activities. From time to time we may invite a non-school based organisation, such as a drama group or group of musicians, to arrange an activity during the school day. Such organisations may charge the school for this service or event. The school will ask parents/carers for a voluntary contribution to help with the costs of the service or event provided.

Optional activities outside the school day

When optional extra activities are provided by outside groups or companies outside the school day and take place within or outside the school grounds, parents will have to pay the full cost of the club direct to the company in order to gain a place for their child.

Residential School Journeys

Charges will be made for board and lodging and transport. However, where the parent of a pupil is in receipt of income support or child tax credit with an income of less than £16,190, the Governing body will remit the full cost of board and lodging for any residential activity that it organises for the pupils, if the activity is deemed to take place within school hours, or where it forms part of the syllabus for the National

Curriculum. Should this be the case, parents are invited to apply in confidence to the governors via the Headteacher for the remission of charges in part or in full. See below for list of eligible benefits where a reduced charge will apply.

Calculating charges

When charges are made for an activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the number of the pupils participating. There may be a subsidy from the school towards the cost. The principles of best value will be applied when planning activities that incur costs to the school and/or charges to Parent/Carers.

Music Tuition

During the school day pupils will be charged for small group teaching that is provided by the Brighton and Hove Music and Arts (violin and keyboard) and the Rock and Pop Foundation (guitar). Parents are expected to liaise and pay the fees for the lessons direct to the company providing the 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 the amount specified)

This is a working document and will be reviewed in accordance with the SDP as appropriate.