



EASTINGTON PRIMARY SCHOOL



CHARGING AND REMISSIONS POLICY

Updated November 2016

(Reviewed annually)

CHARGING POLICY

Forward

1. The Act requires the Governing Body of all maintained schools, to draw up and keep under review, its own policies in respect of charging for, and the remission of, charges for school activities.
2. Up to date advice has been sought from the DfE 'Charging for School Activities' October 2014
3. The relevant background is contained at the Appendix attached.

Objectives

- The objectives of the charging provisions in the 1988 Act are:
- To maintain the right to free school education
- To establish that activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost
- To emphasise that there is no statutory requirements to charge for any form of education or related activity, but to give LA's and schools the discretion to charge for optional activities provided wholly or mainly out of school hours.
- To confirm the rights of LA's and schools to invite voluntary contributions for the benefit of the school or in support of any activity organised by the school, whether during or outside school hours.

Policy

(a) Introduction

The school wishes to provide for all pupils the best possible educational opportunities available within the funds allocated by the LA. The law states very clearly that education during normal school hours is to be free of any compulsory charge to parents and the school warmly endorses that principle and is committed to uphold the legal requirements.

It is recognised, however, that many educationally valuable activities have been and will continue to be dependent on voluntary financial contributions in whole or in part from parents. Without that financial support, the school would find it quite impossible to maintain the quality and breadth of the educational programme provided for pupils. The school's concern is to keep financial contribution to a reasonable minimum and to ensure as far as possible that all children are able to take part, irrespective of their circumstances.

The law recognises that charges and voluntary contributions may be made to parents in certain defined circumstances – provided that each school has identified the activities for which charges will be made and has explained the basis on which charges may be reduced or waived for certain pupils.

(b) Statement

The Governing Body of Eastington Primary School has decided that, until further notice, its policy will be as follows:

1. Day Visits

For visits occurring during school time the school will invite a voluntary contribution from parents to meet costs. For visits outside school time parents will be charged for all allowable costs. Charges may be waived or reduced for children whose parents make applications to the Headteacher.

2. Residential visits during school time

The school will invite voluntary contributions from parents to meet costs other than children's board and lodgings. Parents will be charged for the full cost of the children's board and lodgings. No charge for board and lodgings will be made for children whose parents are on low incomes or benefits such as Income Support or Family Credit etc (**see appendix**). Charges may be waived or reduced for other children whose parents make application to the Head.

3. Residential visits outside school time

Parents will be charged for the full cost of the visit, including all allowable costs and board and lodging. Charges may be waived or reduced for children whose parents make application to the Head.

4. Any visit required because of recognised public examination, the National Curriculum or the law on Religious Education

As for 2 above

5. Instrumental Music on an individual basis

Any peripatetic music tuition, provided at the request of a parent during school hours, is currently paid for in three instalments over the academic year. Parents are directly invoiced by the music tutors. A charge is also made for the hire of the musical instruments. This is currently an arrangement between the parents/carer and Colwell Arts Centre (Glos LA).

6. Classroom Materials

No charge will be made for materials or equipment. However for certain practical activities (technology, cookery etc) parents may be invited to provide materials or ingredients on a voluntary basis. Where parents would like to possess the finished product, the school may charge for the cost or require the supply of the necessary materials.

7. Voluntary Contributions

Where voluntary contributions are invited toward the cost of 1 to 6 above, no child will be denied participation solely as a consequence of its parent/carer being unable/declining to make a voluntary contribution.

The school will not proceed with any activity unless it is clear that there will be sufficient voluntary contributions to enable that activity to be self-financing.

8. Return of Voluntary Contribution

All voluntary contributions towards an activity will be returned if the school is unable to proceed with that activity. No voluntary contributions towards an activity will be returned if that activity proceeds.

9. Information sharing

A copy of the policy is situated in the front entrance and on the website. The Governors and Headteacher are happy to discuss the contents of this policy with parents who may wish to do so.

10. Review

The Governors of the school are required to keep their policy under review. The review will take place annually.

Appendix

Allowable costs include:

- any materials, books, instruments, or equipment, where the child's parent wishes him/her to own them;
- optional extras (EG: education provided outside of school time that is not part of the national curriculum, board and lodgings for a pupil on a residential visit, extended day services offered to pupils such as breakfast club, homework club etc) ;
- music and vocal tuition, in limited circumstances ;
- certain early years provision;
- community facilities (EG out of hours childcare/holiday childcare).

Residential Visits

Parents who can prove they are in receipt of the following benefits will be exempt from paying the cost of board and lodging:

- Universal Credit in prescribed circumstances; See section 452 of the Education Act 1996 for guidance as what counts as during school hours. The government plans to prescribe the circumstances when Universal Credit is fully rolled out.
- 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 £16,190 (financial year 2013/14);
- the guarantee element of State Pension Credit;
- an income related employment and support allowance that was introduced on 27 October 2008.