

School Charging and Remissions Policy

Charging

We do not charge for:

- Education provided during school hours, including education provided on any trip/visit.
- Education provided outside school hours if it is part of the National Curriculum, including education provided outside school hours on any trip/visit.
- Transport to a premises where school has arranged for a pupil to be educated.

We may charge for:

- Materials, books, instruments or equipment, where the parent/carer wishes the child to own them.
- Instrumental or vocal tuition provided at the request of a parent/carer.
- Optional extras (see below).
- Certain early years provision.
- Community facilities.

Optional Extras

Charges can be made for some activities that are known as 'optional extras'. Where an optional extra is being provided, a charge can be made for providing materials, books, instruments, or equipment. Optional extras are:

- Education provided outside of school time that is not part of the national curriculum or religious education.
- Transport (transport provided in connection with an educational visit cannot be charged for).
- Board and lodgings for a pupil on a residential visit.
- Extended day services and clubs, including Breakfast and After School clubs.

Any charge made in respect of individual pupils will not exceed the actual cost of providing the optional extra activity, divided equally by the number of pupils participating.

Voluntary Contributions

When organising school trips or visits which enrich the curriculum and educational experience of the pupils, the school may invite parents/carers to make a voluntary contribution to the cost. If a parent/carer gives permission for their child to take part in the trip but is unwilling or unable to make a voluntary contribution, the pupil will be given an equal chance to participate in the trip.

If school does not receive sufficient voluntary contributions, it may be necessary to cancel the trip or visit. This will be made clear to parents/carers at the outset.

If the trip or visit goes ahead, it may include pupils whose parents have not made a voluntary contribution. School will pay the shortfall in voluntary contributions if agreed with the Headteacher.

School will make it clear to parents/carers what the policy for allocating places on a school trip will be.

Residential Visits

School may charge for the cost of board and lodgings during a residential school trip. This cost will not exceed the actual cost.

Where a residential school trip takes place mainly or wholly during school hours, pupils whose parents/carers are in receipt of qualifying benefits will be exempt from paying the cost of board and lodgings. Since April 2003 the eligibility criteria that entitle families to an exemption from paying for the cost of board and lodgings on residential visits have been aligned with the free school meals eligibility criteria.

Education partly during school hours

If 50% or more of the time spent on an activity occurs during school hours, it is deemed to take place during school hours.

If the number of school sessions taken up by a residential visit is equal or greater than 50% of the number of half days spent on the visit, it is deemed to have taken place during school hours.

Music Tuition

All pupils in Y4 take part in the Wider Opportunities music programme. There is no charge for this activity.

There may be a charge for individual or group instrumental or vocal tuition offered to pupils that is not part of the national curriculum.

Swimming

Swimming is taught in KS2 as part of the national curriculum and there is no charge for this activity.

Extra-Curricular Activities

School offers a range of after school clubs and activities. There may be a charge in relation of any after school sessions run by a private provider or specialist teacher/coach.

Breakfast Club, After School Club and Early Years Wrap Around

A separate policy details the charges for these extended day services.

Remissions

The governing body will wholly remit any charge that would otherwise be payable for the following activities for those pupils whose parents are in receipt of qualifying benefits:

- Extra-curricular activities offered by a private provider or specialist teacher/coach.
- Additional music tuition (vocal or instrumental).

This policy statement follows the DFE guidance 'Charging for school activities' October 2014. For further clarification please refer to the full document.

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