

## All Saints' (CE) C Primary School



### Charging & Remissions Policy

#### *'Believe to Achieve'*

The All Saints' Governing Body is required by law to publish a policy on charging for school activities. The Education Act 1996 establishes the basic principle that the education provided by any maintained schools for its registered pupils should be free of charge. This basic underlying principle requires that there should be no school admission charge and no charge for any related activity which takes place during school time. Exceptions to this general statement where All Saints' are likely to make a charge are as follows.

- Individual tuition in playing a musical instrument may be charged for by All Saints' provided that it is not part of the National Curriculum or part of the curriculum for a prescribed Public Examination.
- All Saints' present policy is to continue to offer without charge group music tuition (e.g. recorders, brass) during the school day, but charges will be made for sheet music and the hire of certain musical instruments.
- Where parents wish to have the finished product from a particular lesson e.g. individual craft items, pottery, needlework, cookery, a charge may be made to cover materials (e.g. Foundation Stage children's craft and cookery payments).
- For all residential visits deemed to be within school hours, or part of the National Curriculum or part of the Syllabus for the prescribed Public Examination, a charge for board, lodging and transport will be made, except for families on means tested benefits.
- Where organised optional visits or activities occur outside of school hours (eg sporting events, theatre trips), All Saints' may charge parents/carers in full.
- Where children attend the Extra Time Club for before or after school child care, this club is open to all children but is chargeable at a rate set by the Extra Time Club organisers.
- Where children attend the All Saints' Nursery, All Saints' School will charge for any additional sessions taken up by parents that exceed the number of government subsidised places.

**Within the Education Act it is possible for schools to ask for voluntary contributions from parents. The All Saints' Governing Body has therefore approved the following:**

- Voluntary contributions can be invited from parents towards the cost of the school activities which are related to the life and work of the school. Such contributions will

be genuinely voluntary and no child whose parents feel unable to contribute will be treated differently from the rest.

- Voluntary contributions will be invited from parents for the following:
  - visits to museums, galleries,
  - historical monuments,
  - sporting activities,
  - outdoor adventure activities,
  - visits to or by a theatre company,
  - other school trips, musical events,
  - transport costs to additional events.

This list is not exhaustive

- Parents not wishing to make a voluntary contribution in whole or part, but wishing their child to be included, must make the fact known directly to the Head who will treat any such approach in strictest confidence.
- School visits and activities will be planned in advance and, if sought, voluntary contributions will usually be invited through individual letters to parents. The letter, asking for support, will outline the proposed visit, cost, educational value and its relationship to the school curriculum.
- If insufficient voluntary contributions are received and the trip is considered by the Head to not be financially viable, then it will be cancelled and any monies received will be returned

**Within All Saints' disciplinary code compulsory charges may be made by the school for:**

- replacement of broken windows or fittings, defaced or damaged text books or any other
- damage or loss occurring as a result of pupils' bad behaviour. The school is empowered to recover this loss and resultant costs as a civil debt.

#### **General considerations:**

Children whose parents are in receipt of certain 'support' payment may be eligible for further remissions. This policy is updated annually to check the current support payments.

#### **Remissions Policy**

In order to remove financial barriers from disadvantaged pupils, some activities and visits where charges can legally be made will be offered at no charge or reduced charge to parents/carers in particular circumstances. Criteria for qualification for remission are given below.

Parents/carers in receipt of:

Income Support

Income-based Jobseekers Allowance

Support under part V1 of the Immigration & Asylum Act 1999

Child Tax Credit, provided that Working tax credit is not also received and the family's income (as assessed by HM Revenue & Customs) does not exceed the sum given in the Revenue & Customs rules.

Disability Living Allowance / Personal Independence Payment (P.I.P) Universal Credit

Guaranteed State Pension

Employment Support Allowance (ESA)

The Governing Body confirms that no pupil with special needs or disabilities will be treated any differently than any other pupil. The school will take all reasonable steps to avoid putting children with special needs at a substantial disadvantage.

The responsibility for determining the level of financial contribution is delegated to the Head Teacher.

Any amendments to this policy will be made annually, or when necessary, by the All Saints' Governing Body.

Policy Reviewed: September 2016

Next Review: September 2017