



CHARGING AND REMISSIONS POLICY

2018

Accessible Schools:

In accordance with the Equality Act 2010 we will take 'reasonable steps' to ensure that disabled pupils or prospective pupils are not placed at a substantial disadvantage compared to their non-disabled peers.

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.

Definition

The Keystage 2 school day is defined as 8.50 a.m until 3.30 p.m. The midday break does not form part of the school day. The EYFS and Keystage 1 day is 8.50 a.m. until 3.15 p.m. We have a morning nursery from 8:45 until 11:45am.

Responsibilities

The Headteacher will ensure that staff are familiar with and correctly apply the policy. The Governors will review the policy on a regular basis.

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 playing a musical instrument. 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. (See below)

Voluntary contributions may be sought for activities during the school day which entail additional costs (e.g. field trips). 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 may be necessary to curtail or cancel activities)

Optional Activities Outside of the School Day

When available, we will charge for optional, extra activities provided outside of the school day, (e.g. football club, basketball club etc). Such activities are not part of the National Curriculum or Religious Education nor are they part of an examination syllabus.

Education Partly During the School Day

If a non-residential activity happens partly inside the school day and partly outside of it, there will be no charge if most of the time to be spent on the activity falls within the school day. Conversely, if the bigger proportion of time spent falls outside of the normal school day, charges will be made. When such activities are arranged parents will be told how the charges were calculated.

Residentials

Charges will be made for board and lodging, travel and activities. Pupils eligible for pupil premium will not pay for their board and lodgings.

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 may be subsidy from the School towards the cost. 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.

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.

Signed (Headteacher)

Signed(Chair of Governors)