

Bidford on Avon Primary school Charging and Remissions Policy

January 2015

Rationale

The Governing Body recognises the valuable contribution that a wide range of additional activities, including day and residential educational visits; musical and theatrical performances and visits to school from subject experts can make towards the children's academic, personal and social education. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities. As a school with a Christian foundation the governors believe that all pupils are entitled to equal participation in school life and that social background should not be a barrier to this.

Charges

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

- Board and lodging provided for pupils on residential visits during school time which are part of the national curriculum;
- Instrumental music tuition that is additional to national curriculum provision.
- Visits from outside groups - e.g. Theatre companies, Music Ensembles.
- Articles made in school which parents wish to keep.
- Additional activities outside of school hours that are not a part of the national curriculum

Voluntary Contributions

Although schools cannot charge for school-time activities, they may still ask parents and others for voluntary contributions (in cash or in kind) to make school funds go further. All requests to parents for voluntary contributions will make it quite clear that:

- The contributions are voluntary
- The children of parents who do not contribute will not be treated any differently
- Where an activity cannot take place without help from parents, and there are insufficient voluntary contributions, the activity may be cancelled.

Musical Instrument Tuition

Charges will be made for teaching a pupil either individually or in a group to play a musical instrument, if the teaching is not an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil.

Materials, Books, Instruments or Other Equipment

The governing body may set a charge for materials used in school where a parent indicates in advance that they or the pupil wishes to own the finished article which incorporates the materials. Any charge will not exceed the cost of the materials. Alternatively, the parent may be asked to provide the materials in question. Where a child participates in a food, art or design activity the parents or carers may be asked to supply materials, or a nominal voluntary contribution will be requested for such an activity, on the understanding that the finished product is taken home at the end of the school day. Pupils cannot be excluded from an activity because they are unable to provide materials.

Education Partly During School Hours

When 50% or more of a non-residential activity (including travelling time) takes place during school hours no charge may be made.

Education Outside School Hours

A charge will be made for education provided outside school hours which are not a necessary part of the national curriculum provided it is with the prior agreement of parents. The charge in respect of a pupil will not exceed the actual cost of providing the activity. Costs will where appropriate include an element for travel, board and lodging, materials books, instruments and other equipment, support staff costs and teaching staff costs (where a teacher/instructor has been engaged specifically to provide the activity) entry fees, insurance and other costs.

Activities not run by the School or LEA

A non-school organisation which arranges an activity to take place during school hours may charge parents who want their child to join the activity. Parents wishing their child to participate in the activity must obtain the school's permission.

Loss or damage to Property

The school reserves the right to ask the parents of pupils who lose equipment e.g. home reading books, reading records, maths homework books and parents of pupils whose inappropriate behaviour causes damage to contribute to the cost of repairs or of replacing defaced, damaged or lost property.

Residential Activities

If a residential activity takes place mainly during school time, meets the requirements of the syllabus for a public examination, or is to do with the National Curriculum or religious education, no charge may be made either for the education or for the cost of travel. This does not stop a voluntary contribution being sought.

However, a charge (not exceeding the actual cost) will be made for board and lodging, except for pupils whose parents are receiving:

- Income Support
- Income-based Jobseeker's Allowance
- Child Tax Credit (providing that they are not entitled to Working Tax Credit and have an annual income, assessed by the Inland Revenue, that does not exceed the level for the year 2008–9); or
- Guarantee element of State Pension Credit.
- Support under part VI of the Immigration and Asylum Act 1999

If the residential trip is mainly outside school hours and is not a necessary part of the national curriculum, then a charge can be made.

In specified circumstances the school is, with parental permission, willing to approach outside agencies e.g parish fund/ local charities for financial support.

Disadvantaged pupils

At the discretion of the headteacher the school will use school funding to ensure that disadvantaged pupil's and families requiring financial support are able to take full advantage of wider school activities.

This policy should be read in conjunction with:

Education Act 1996 402, 450-458, 460

The Education (School Sessions and Charges and Remissions Policies)(Information) (England) Regulations 1999 SI1999 No. 2255,

The Education (Residential Trips) (Prescribed Tax Credits) (England) Regulations 2003:SI 2003/ 381
DfES Circular 2/89

EA (School Sessions and Charges and Remissions Policies) (Information) (England) Regulation 1999
Governors Guide to the Law

The Equal Opportunities and Race Equality Policy