



Charging and Remissions Policy

Agreed by governors: January 2016

Implementation date: January 2016

Review date: January 2018

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

This policy is monitored by the governing body, and will be reviewed annually or earlier if necessary.

Schools cannot charge for:-

- Education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- Education provided outside of school hours if it is part of the national curriculum or part of a syllabus for a public examination that the pupil is being prepared for at the school, or part of religious education.

- Instrumental or vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent.
- Entry for a prescribed public examination, if the pupil has been prepared for it at the school

Voluntary Contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may have to cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make any voluntary contribution, we do allow the child to participate fully in the trip or activity.

The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. The activities are known as 'optional extras'.

- Visits to museums
- Sporting activities which require transport expenses
- Outdoor adventure activities
- Musical events

Residential visits

If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the national curriculum, we do not make any charge for the education element. However parents are obliged to at least pay for the residential expenses for such trips, and we also ask parents to contribute to the full cost of the travel and activity expenses as these are beyond the scope of our main school budget.

A savings scheme will operate to allow parents to spread the cost of such trips over a longer period of time.

Remissions policy

Those parents in receipt of one or more of the benefits below may be offered assistance in paying for the trip or a longer period of instalments will be made available to enable their child to access the activity:-

- Income Support
- income-based Jobseekers Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit