

HEBER PRIMARY SCHOOL



Charging and Remission Policy 2017

The Governing Body recognises the valuable contribution that a wide range of additional activities can make towards children's personal and social development. e.g. excursions to museums and galleries, , short walking trips to the park or shops, special visitors. The Governing Body aims to promote and provide such activities as part of a broad, balanced, enriched curriculum.

Charging Policy

Any charges made by the school must meet the requirements of the Education Reform Act 1996. The governors endorse the guiding principles contained in the Act, in particular that no child should have his/her access to the curriculum limited by charges.

The headteacher, staff and governors will ensure that:

No charges will be made for

- a. Education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- b. Tuition for pupils learning to play musical instruments (or singing) if the tuition is required as part of the National Curriculum
- c. Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip

Charges may be made for the following

- a. Activities outside school hours

Non-residential activities (other than those listed above) which take place outside school hours, but only if the majority of the time spent on that activity takes place outside school hours (time spent on travel counts in this calculation if the travel itself occurs during school hours). After school clubs are considered activities outside school hours.

- b. Residential activities

- Board and lodging costs (but only those costs) of residential trips deemed to take place during school time. Pupils whose parents/carers are in receipt of certain benefits (see below) may not be charged for board and lodging costs.
- Residential trips deemed to take place outside school time (other than for those activities listed above).

- c. Education provided on a trip that takes place during school hours. If the charge for the trip is £8.00 or more, letters will be sent out to parents canvassing the likelihood or parental sign up. If a significant number of parents feel it is too expensive it will not take place. If only a few are not able to pay, the school will provide financial support.

Qualifying families will receive for remission or help with charges

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can legally be made will be offered at no charge or a reduced charge to parents/carers in particular circumstances. This remissions policy sets out the circumstances in which charges will be waived or reduced. Criteria for qualification for remission are given below.

1. Children whose parents/carers are in receipt of: -

- Income Support
- Income-based Jobseekers Allowance
- Support under part VI of the Immigration and 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 and Customs) does not exceed the sum given in the Revenue and Customs rules
- Guaranteed State Pension

2. Children in receipt of the Pupil Premium

Arrangements for monitoring and evaluation

The Finance Committee of the governing body will monitor the impact of this policy by receiving on a yearly basis a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies. It will seek to evaluate the impact of the school's extended services on those children most in need of additional support.

Date for Review: June 2020