

## Charging and Remissions Policy

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MAT Schools	Redhills Primary Shaldon Primary Collaton St Mary Primary Galmpton Primary Totnes St John's	

## Who should use this policy?

This policy should be used by the parents and pupils of Shaldon Primary school who need to clarify what items the school will provide free of charge and for those items where there may be a charge.

This policy will be reviewed every year by the Strategic Board.

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## Redhills Primary School

# CHARGING AND REMISSIONS POLICY

### 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. The policy has been informed by the DfE guidance.

### Definition

The school day is defined as: 8.50am – 12.00pm. 1pm – 3.15pm. The midday break does not form part of the school day.

### Responsibilities

The Head of School will ensure that staff are familiar with and correctly apply the policy. The Strategic Board will review the policy every two years.

### 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 of up to four pupils to play 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 as below.

### Voluntary contributions

These may be sought for activities during the school day which entail additional costs e.g. school visits. In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. Although if insufficient funds are available it maybe necessary to curtail or cancel activities.

From time to time we may invite a non-school based organisation such as – a visiting drama group or storyteller to arrange an activity during the school day. Such organisations may wish to charge parents, who may, if they wish, ask the Head of School to agree to their child being absent for that period.

### Optional activities outside of the school day

We will charge for optional, extra activities provided outside of the school day, for example *football club, French and craft after-school clubs*. Such activities are not part of the National Curriculum or religious education nor are they part of an examination syllabus.

## **Residentials**

Charges will be made for board and lodging, except for pupils whose parents are in receipt of eligible benefits.

Other charges will be made to cover costs when the number of school sessions missed by the pupils totals half or more of the number of half-days taken up by the activity. In such cases parents will be told how the charges were calculated.

## **Minibus**

Travel in the school mini-bus is free for pupils, staff and parents undergoing school activity trips.

## **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 will be no levy on those who can pay to support those who can't or won't. 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.

## **Music Tuition**

In cases of hardship the governors will consider in their absolute discretion the remission of fees (either in full or in part) for those pupils who they consider will benefit from such tuition.

Eligible benefits *(these will be same as for Free School Meals)*

Income Support;

Income-based Jobseeker's Allowance;

Support under part VI of the Immigration and Asylum Act 1999;

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 current maximum allowance);

Guaranteed State Pension Credit.