



CHARGING and REMISSIONS POLICY

Together: We Learn, We Share, We Pray, We Care

Rationale

The 1996 Education Act requires all schools to have a policy on charging and remissions for school activities, which will be kept under regular review. The review date for this policy is recorded at the top of the document.

No charge can be made for admitting pupils to school. Education provided during school hours is free. The staff and Governors of St. Faith's C of E Primary School believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra curricular) independent of their parents' financial means.

However, charges and voluntary contributions are made for some activities undertaken by pupils in school.

Separately from the matter of charging, schools may always seek voluntary contributions in order to offer a wide variety of experiences to pupils. All requests for voluntary contributions will emphasise their voluntary nature and the fact that pupils of parents who do not make such contributions will be treated no differently from those who have.

Musical Instrument Tuition

Where the teaching of musical instruments is not an essential part of either the national curriculum or a public examination syllabus being followed by the pupil(s), a charge may be levied for this activity even where it is carried out during normal school hours

A charge will be made each term for individual / group music tuition provided by Peripatetic Music Teachers. The amount charged will be reviewed annually. In the case of long term sickness of teacher or child a refund will be considered.

Voluntary Contributions

Although we do not charge for school-time activities, we invite parents to make a voluntary contribution (in cash or in kind) for activities in school to make school funds go further. These include:

- School educational trips or day activities
- Resources for cookery, DT or skills afternoons
- Resources and external staffing for after school clubs



The Governing Body does not ask for a voluntary contribution from a child on Free School Meals, and will give consideration to subsidising a family when more than one child is participating in the same educational trip - this is discretionary depending on the level of need and upon application in writing from the pupils' parents.

Residential Trips

For an educational residential activity taking place largely during school time, charges will be made to cover the cost of board and lodging, except for pupils whose parents are receiving:

- Income Support (IS)
- Income Based Jobseekers Allowance (IBJSA)
- Income related employment and support allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of State Pension Credit
- Child Tax Credit, provided they are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs.

Parents have a right to claim free activities if they are receiving these benefits.

Public Examinations

No charges will be made for entering pupils for public examinations that are set out in Regulations.

School Uniform

The school obtains supplies of school uniform from a local supplier and makes a charge to parents for Sweatshirts, P.E. Shirts, P.E. Shorts, Logo Shirts, book bags and school sun hats.

School Lettings

The School occasionally hires out the hall for community activities, and a charge is made for this under the governors' hiring agreement.

Remissions

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 in particular circumstances.

Criteria for qualification for remission are given below

- Income Support (IS)
- Income Based Jobseekers Allowance (IBJSA)
- Income related employment and support allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of State Pension Credit
- Child Tax Credit, provided they are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs.



Parents who feel they have other special circumstances requiring assistance with payment should make an appointment to discuss these with the Headteacher. The final decision with regard to assistance payments lies with the Head teacher.

Additional Considerations

The governing body recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following guidelines:

- We shall publish notification of school trips and their approximate cost as far in advance as possible so that parents can plan ahead.
- We have established a system for parents to pay in instalments when necessary
- When an opportunity for a trip arises at short notice it will be possible to arrange to pay by instalments beyond the date of the trip