

# Little Stoke Primary School

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## **CHARGING & REMISSIONS POLICY**

Signed – Scott Howes. Headteacher

Steve Wells – Chair of Governors

Last Review Nov 2015, Nov 2016

Next Review – Nov 2017

## **Rationale**

The Education Act places a statutory requirement on all schools to have a policy on charging and remissions for school activities which will be kept under regular review. The objectives of the charging provisions of the Act are as follows:

- To maintain the right to free school education.
- To establish that activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost.
- To emphasise that there is no statutory requirement to charge for any form of education or related activity but to give schools the discretion to charge for optional activities provided wholly or mainly out of school hours.
- To confirm the right of schools to invite voluntary contributions for the benefit of the school or in support of any activity organised by the school, whether during or outside school hours.

## **Policy Statement**

The Governing Body recognises the valuable contribution that the wide range of additional activities, including trips and residential experience can make towards pupils personal and social education, and 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 extras.

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.

The following statements represent the detailed school policy on charging and remissions.

1. No charge will be made in respect of admission to the school.
2. Voluntary contributions may be sought for activities during the school day which entail additional costs. In these circumstances no pupil will be disadvantaged or prevented from participating because his/her parents cannot or will not make a contribution. If insufficient funds are available for an activity it may be necessary to curtail or cancel the activity. If an activity cannot proceed without the benefit of such contributions parent will be told as soon as possible.
3. The school will appropriately apply Pupil Premium funding as set out in the Pupil Premium Policy.
4. The school may charge for optional, extra activities provided during or outside the school day where such activities are not part of the National Curriculum or religious education nor are they part of an examination syllabus.
5. No charge will be made towards the transport costs of games and swimming which take place during the school day.
6. The school reserves the right to charge parents if their child is found to be responsible for the wilful destruction of school property.

7. A small voluntary contribution towards the cost of craft materials and cooking ingredients may be requested of parents to cover costs when items produced are to be retained by a pupil during the year.
8. Although the law states that, in general, all education provided during school hours must be free, instrumental and vocal music tuition is an exception to that rule. The Charges for Music Tuition (England) Regulations 2007 set out the circumstances in which charges can be made for tuition in playing a musical instrument, including vocal tuition. They allow charging for tuition in larger groups than was previously the case. Charges may now be made for vocal or instrumental tuition provided either individually, or to groups of any size, provided that the tuition is provided at the request of the pupil's parent. Charges may not exceed the cost of the provision, including the cost of the staff who provide the tuition. The regulations make clear that charging may not be made if the teaching is either an essential part of the national curriculum, or is provided under the first access to the key stage 2 Instrumental and Vocal Tuition Programme. They also make clear that no charge may be made in respect of a pupil who is looked after by a local authority (within the meaning of section 22(l) of the Children Act 1989).
9. From time to time the school may invite a non-school based organisation such as a visiting drama group or storyteller to arrange an activity during or after the school day. Such organisations may wish to charge parents, who may, if they wish, ask the Headteacher to agree to their child being absent for that period.
10. In some cases there may be family hardship which may make it difficult for pupils to take part in particular activities for which a voluntary contribution is requested. In such circumstances parents may apply in confidence to the Headteacher or School Business Manager for a consideration of remission of part or all of the cost.