



Charging and Remissions Policy

Approved by Governing Body: Spring 2016

Review Date: Spring 2019

1. One Vision

'Enjoying our learning together'

2. One Mission

We all aim to enjoy our learning to create positive attitudes towards learning for life. The sense of 'our' creates a personal stake in a commitment and motivation for each individual involved. Learning is the key to our school's success. Success that is built on togetherness, with each individual playing their role in the team regardless of gender, ethnicity, disability, faith or religion. A role that is in pursuit of excellence, in which we all look to give the very best we can.

3. Six Aims, Six Key Values

To achieve our vision we aim to:

*.....encourage the **achievement** of all pupils in every aspect of their education by providing opportunities for children to be confident, independent and capable which is recognised, encouraged and rewarded.*

*..... create and maintain a **caring community** by encouraging a supportive, safe, understanding and considerate environment that fosters kindness, trust and teamwork, along with the fundamental British values of democracy, rule of law, individual liberty, mutual respect and tolerance of those with different faiths and beliefs.*

*..... to provide **challenge** that encourages children of all abilities to achieve their full potential through a broad, balanced, progressive and creative curriculum.*

*..... give our children understanding of, and respect for **Christian values**, particularly 'Love', 'Friendship', 'Peace' and 'Creativity', and an appreciation of all creeds, cultures and races.*

*.....to provide **equal opportunities** for all to develop cognitive, physical, emotional, spiritual and moral development, regardless of gender, race, ability, age, faith or religion or socio-economic background so that an inclusive culture exists in the school.*

*..... to provide **stimulating experiences** by developing a rich and varied learning environment which meets the children's needs, teaching styles match a variety of learning styles and multiple intelligences, while quality resources motivate children to take their learning to the next level.'*

CHARGING FOR SCHOOL ACTIVITIES

(Based on the guidance provided in the 'Governors' Guide to the Law')

The Local Authority or Governing Body may not charge for anything unless they have drawn up a statement or general policy on charging. The Governing Body's policy may be more or less generous than the Local Authority's, as long as it meets the requirements of the law.

In general, no charge can be made for admitting pupils to maintained schools. Where education is provided wholly or mainly during school hours, it must be free. However, the school may charge for activities outside of school hours where these are not a necessary part of the national curriculum. There should be no charge for pupils looked after by the local authority.

Voluntary Contributions

The Headteacher or Governing Body may ask parents for a voluntary contribution towards the cost of:

- any activity taking place outside of school hours but organised by the school
- school equipment;
- school funds generally.

The contribution must be genuinely voluntary, though, and the pupils of parents who are unable or unwilling to contribute will not be discriminated against. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled.

Residential Trips

Schools are permitted to charge for the cost of board and lodging during residential school trips, even if they occur mainly during school time. This cost must not exceed the actual cost of the provision. However, the school can not charge for the educational or travel elements.

Where the trip takes place wholly, or mainly, during school hours, children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the **remission** of the charge for board and lodging:

- Income Support;
- Income-based Jobseeker's Allowance;

- support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit provided the parent is not entitled to Working Tax Credit and their annual income, assessed by the Inland Revenue, does not exceed £14,495 (2007-08)
- the guaranteed element of State Pension Credit

Instrumental Music Lessons

A charge is permitted for instrumental music tuition undertaken in school hours for up to and including four pupils, unless the tuition forms part of the syllabus for a prescribed public examination (e.g. GCSE).

Public Examinations

No charges may be made for entering pupils for public examinations that are set out in Regulations. However, an examination entry fee may be charged to parents if:

- the examination is on the set list, but the pupil was not prepared for it at the school;
- the examination is not on the set list, but the school arranges for the pupil to take it;
- a pupil fails without good reason to complete the requirements of any public examination where the Governing Body or LEA originally paid or agreed to pay the entry fee.

Charges may not be made for any cost associated with preparing a pupil for an examination. However, charging is allowed for tuition and other costs if a pupil is prepared outside school hours for an examination that is not set out in Regulations.

Minibus

The school currently does not have a minibus, however should it do so in the future only the school's pupils, staff or parents may travel for a charge in a school's minibus and only where a permit has been issued under Section 19 of the Transport Act 1985. This permit is not required where no charge (in cash or kind) is made. Any charge made may cover the costs of running the vehicle, but must not make a profit.