

# SOUTH VIEW COMMUNITY PRIMARY SCHOOL



## CHARGING & REMISSIONS POLICY

**Date Reviewed: June 2017**

**By Finance-Personnel/FGB**

**Next Review Due: October 2018**

## **CHARGING & REMISSIONS POLICY FOR SOUTH VIEW COMMUNITY PRIMARY SCHOOL, CROWLAND**

The South View CP School Charging Policy informs staff and parents/carers about the way in which School Activities will be funded through Charging and Voluntary Contributions. It also sets out the way in which Remission of Charges will operate. As such it conforms to the requirements of the Education Reform Act 1988, the Education Act 1996 and the pertinent amendments within the Education Act 2002.

The Governors, in consultation with the Head, are responsible for the implementation of the Charging & Remissions Policy and the determination of any individual case arising from the implementation of this policy.

No charge will be made for books, materials, equipment and instruction in connection with the National Curriculum or Statutory Religious Education taught at the school, except where parents have indicated in advance their wish to purchase the product.

A charge is made for activities wholly or mainly outside school hours which are not part of the National Curriculum or Statutory Religious Education.

### **Residential Activities:**

- A charge is made for all board and lodging costs on residential visits.
- Parents/carers must agree to charges before the child undertakes the activity.
- Costs for a residential visit can include elements for: travel, board and lodging, materials, books, instruments, equipment, tuition, entrance fees and insurance.
- Each child will be charged for the cost of his/her own part of the visit and will not subsidise the participation of others.

### **Voluntary Contributions:**

- Due to the wish of the school to provide its pupils with as wide a range of educational experiences as possible, it will organise, from time to time, activities that cannot be fully funded out of the available school funds.
- As such, Voluntary Contributions could be requested from parents for such school activities whether they are in or out of school time.
- Parents/Carers will be told exactly what their contributions are funding and may be told that the activity can only be provided if there is sufficient voluntary funding.
- However, no pupils will be excluded by reason of inability or unwillingness of their parent(s)/carer(s) to make a voluntary contribution.

### **School Meals and Milk:**

School Meals and Milk are charged at the same rate that the school is invoiced. In Foundation Stage, the school funds milk for all children that are five or over for the remainder of the school year.

### **Music Tuition:**

- With respect to individual (or small group) music tuition, this is delivered by a third party and, therefore, is charged for. The school simply acts as the intermediary.

### **Sport Tuition (outside of extended school's provision):**

- With respect to individual (or small group) sport tuition, this is delivered by a third party and, therefore, is charged for. The school simply acts as the intermediary.

### **Swimming:**

Currently no charges or voluntary contributions are requested for swimming.

### **After School Activity Club:**

The club will be charged for in order to cover costs alone. Childcare vouchers are accepted as part of full payment.

### **Damage:**

Parents will be asked to make a contribution towards replacing damaged or lost school property caused wilfully or negligently by their children.

### **Remission:**

Children whose parents/carers are in receipt of the following support payments will, in addition to the entitlement to a free school lunch, also be entitled to the remission of charges for board and lodging costs during residential school trips, if half of the trip or more falls in school time.

The relevant support payments being:

- Income Support
- Income Based Jobseeker's Allowance
- Support under part (vi) of the Immigration and Asylum Act 1999
- Child Tax Credit, where the parent is not entitled to Working Tax Credit and whose annual income (as assessed by the Inland Revenue) does not exceed the current allowance.

**Disputes:**

- It is hoped that with a clear policy few disputes, if any, should arise.
- In the event of concern, criticism or complaint the Headteacher should be informed who will ensure that parent/carer is fully aware of both the school's policy and its standing in law.
- Should this not settle the matter, the Chair of Governors should be informed as it may be necessary to constitute a Governors' Complaints Committee.

This Policy will be reviewed annually to incorporate any changes in legislation or any adjustments to criteria relating to eligibility for Remission of charges.