

# **SOWERBY COMMUNITY PRIMARY SCHOOL**

## **CHARGING AND REMISSIONS POLICY**

### **1. Purpose**

The purpose of this policy is to try to ensure that all children regardless of their family's means have full access to a broad and balanced education.

### **2. Relationship to other policies**

This policy complements the school's Equality Scheme, Teaching and Learning Policy, Curriculum Policy and Educational Visits Policy.

### **3. Charging Principles**

#### **3.1 During the school day**

All activities that are part of the National Curriculum and religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between school and the location of the activity. It excludes charges made for teaching an individual pupil or groups of any appropriate size to play musical instruments or sing; unless the teaching is an essential part of either the National Curriculum, or a public examination syllabus being followed by the pupil(s), or the first access to the Keystage 2 Instrumental and Vocal Tuition Programme (Wider Opportunities), we will make a charge.

Voluntary contributions to the school may be sought for activities during the school day, for example, cooking, school visits and visiting performers. In these circumstances no pupil will be prevented from participating because his/her parents cannot or does not wish to make a contribution. Where the activity is not part of the National Curriculum and insufficient money is collected to cover the cost of the activity, then the activity will be cancelled.

#### **3.2 Optional activities outside the school day**

We will charge for optional activities provided outside the school day, for example Mark Cromack's Football Club, Mr Davies' Karate Club and other private sports coaching or clubs. Such activities are not part of the National Curriculum or religious education.

#### **3.3 Education partly during the school day**

If a non-residential activity happens partly during the school day and partly outside it, there will be no charge if most of the time to be spent on the activity falls within the school day. Conversely, if the larger proportion of the time spent falls outside the normal school day, charges will be made,

subject to our remissions policy in paragraph 4. When such activities are arranged parents will be told how the charges were calculated.

### **3.4 Residential Visits**

Subject to paragraph 4, charges will be made for board and lodging, and for tuition which is not part of the National Curriculum, or of a syllabus for a prescribed public examination for which the pupil is being prepared, or religious education. Parents may pay by instalments. If insufficient money is collected to cover the cost then the visit may be cancelled.

## **4. Remission of Charges**

School has to meet costs from school funds where parents are entitled to remission of charges. It may not therefore be possible for school to use centres other than those owned by the local authority, ie East Barnby and Bewerley Park if funds are not available for to cover the remitted costs (the local authority meets the remitted costs in the case of these establishments).

Parents who can prove they are in receipt of the following benefits (ie are eligible for free school meals) will be exempt from paying the cost of board and lodging:

Income Support

Income Based Jobseekers Allowance

Support under Part VI of the Immigration and Asylum Act 1999

Child Tax Credit (provided that Working Tax Credit is not also received and the family's income does not exceed current permitted limits)

The guarantee element of State Pension Credit

An income related employment and support allowance or

Any other benefit which allows exemption

## **5. Calculating charges**

When charges are made for any activity, whether during or outside the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating and will be equally shared between those taking part. Support for cases of hardship may be given where possible through voluntary contributions and fundraising.

Parents who would be considered for support are those who are in receipt of the benefits referred to in paragraph 4. The principles of best value will

be applied when planning activities that incur costs to the school and/or charges to parents.

## **6. Charging for Milk**

All 3 and 4 year old pupils receive free milk daily on registration with Cool Milk (if applied for with Cool Milk by parents) – this is funded by the EU via Cool Milk.

Other pupils pay for milk, from the child's 5<sup>th</sup> birthday, if ordered by parents by registering for it with Cool Milk.

Signed (Chair of Governing body)

Signed (Headteacher):

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