

## **Netherton J&I School**

### **Charging and Remissions Policy February 2016**

#### **1. Introduction**

The Education Reform Act (1988) introduced new provisions on charging for school activities. The purposes of these provisions are:

- to maintain the right to a free school education
  - to ensure that activities offered as part of the National Curriculum and wholly within normal school time should be available to all pupils, regardless of their parents' ability or willingness to help meet the cost
  - to give educational authorities and schools the discretion to charge for optional activities provided wholly or mainly out of school hours
  - to confirm that schools may invite voluntary contributions for the benefit of the school or in support of any activity organised by the school, either in or outside school hours
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- All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual music tuition.
  - The aim of this policy is to set out which charges will be levied for activities, which remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.
  - All charges or requests for voluntary contributions will comply with current legislation. All charges are reviewed on an annual basis by the Resource Committee.

#### **2. Admissions**

There is no charge for admissions.

#### **3. School meals**

There is no charge for children who are entitled to free school meals. From September 2014 all children in KS1 became entitled to receive a Universal Free School Meal.

Pupils who are not entitled to free school meals will be charged a set amount per day. This amount is currently £2.05 per day. Where arrears occur these will be pursued by the school and if these still remain the debt will be passed to the Local Authority to pursue.

#### **4. Foundation Stage**

Children in Early Years 1 and Early Years 2 have regular snack time. School makes a small charge to parents for this to cover the cost of the ingredients.

#### **5. Educational Visits**

##### **Voluntary contributions**

When organising school visitors or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the

visit. The contribution suggested to each parent is the actual cost of the visit per child once any initial subsidy has been taken into account. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the enrichment activity. If an activity goes ahead, it may include children whose parents have not paid the full contribution. We do not treat these children differently from any others. If a parent wishes their child to take part in a visit or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the visit or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each visit is funded. The school provides this information on request. In the case of Residential visits when school has to make a commitment in advance, any deposit received from the parents will be non-refundable.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. This list is not exhaustive:

- visits to museums
- sporting activities which require transport expenses
- outdoor adventure activities
- visits to the theatre
- educational visits
- musical events

## **7. Residential Visits**

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we make a charge to cover the costs of any workshops, board and lodging and travel expenses. If parents are experiencing financial difficulty they are invited to speak in confidence to the headteacher.

## **6. Music tuition within school hours**

All children study music as part of the school curriculum. We do not charge for this or for whole class music lessons provided by specialist teachers, such as the Wider Opportunities sessions. Parents wishing their child to continue the Wider Opportunities session beyond the one allocated year will be charged. (Ukulele in Y6)

A charge is levied by the Local Authority for any individual/group tuition in the playing of a musical instrument over and above the curriculum, including any instrumental hire provided through external providers such as the Wakefield Music Service.

## **7. Swimming**

The school organises swimming lessons for children in Years 4 & 5. These take place in school time and are part of the National Curriculum. We make no charge for the swimming lessons or the associated travel costs.

## **8. After School Clubs**

School staff run a wide range of after school clubs and does not charge for these. School may charge for a club run by outside coaches/visitors. (TSS Sports for example.)

## **9. Damage / Loss to property**

Where school property has been wilfully damaged by a student or parent the school may charge those responsible for some or all of the cost of repair or replacement.

Where property belonging to a third party has been damaged by a pupil, and the school has been charged, the school may charge some or all of the cost to those responsible.

Loss of property such as library books, spelling logs, reading diaries etc may incur a small charge.

Whether or not these charges will be made will be decided by the headteacher in consultation with the Chair of Governors.

## **10. Lettings**

The school will make its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges is determined annually by the Resources Committee and form part of our separate Lettings Policy.

## **11. Miscellaneous Charges**

The headteacher, Resource Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services, e.g Photocopying.

## **12. Remissions**

If a parent/guardian of a child is in receipt of free school meals (this is no universal free school meals), charges may be remitted in part or full after consultation with the headteacher. To qualify for free school meals the parent must be in receipt of one of the benefits below:

- Income Support
- Income based Job-seekers Allowance
- Child Tax Credit
- Support under part VI of the Immigration and Asylum Act 1999
- Guaranteed Element of State Pension Credit.

Children of families who receive these payments are also entitled to free school meals. Parents who are eligible for the remission of charges will be dealt with confidentially. The headteacher and chair of governors will authorise the remission of charges. The school may choose to subsidise part or all of the payment of some charges for certain activities and pupils, and this will be determined by the governing body and headteacher.

## **13. Voluntary contributions**

The school, school governing body, or Local Authority may ask for voluntary contributions to the school for general funds and/or to fund activities that will enrich our pupil's education.

In any case where an activity cannot be afforded without voluntary funding, this will be made clear to the parents by the school. If the activity is cancelled all monies paid will be returned to parents.

There is no obligation for a parent or carer to make any contribution and the school will in no way pressure parents to make a contribution.

## **14. Inability or unwillingness to pay for Educational Visits**

Netherton J&I School is committed to ensuring fair access and treatment of all children, and this means ensuring that no child is excluded from an activity because the parents or carers of that child are unwilling or unable to pay. If there is insufficient funding for an activity, then consideration will be given to subsidising the activity from the school budget. Where this is not possible the whole activity will be cancelled.

The identity of the child or parents of the child who did not want to make the payment, or could not make the payment, will not be disclosed under any circumstances.

**Signed by:**

**The chair of governors Date:**

**Headteacher Date:**