



Hugglescote Community Primary School

CHARGING AND REMISSIONS POLICY

December 2020

CHARGING AND REMISSIONS POLICY

The Governing Body of this school aims to provide a broad and balanced curriculum for its pupils. We recognise the valuable contribution that a wide range of additional activities, such as theatre group visits, trips or residential visits can make towards all aspects of pupils' education. However, it is not possible for the school to bear the cost of these activities, as no additional funding is made available for this.

Residential Visits

The Governing Body reserves the right to make a charge for the cost of board and lodging on such visits.

In addition to this, the Governing Body also reserves the right to charge the proportionate cost for an individual child of activities wholly or mainly outside school hours to meet the costs of items including:

- Travel
- Materials & Equipment
- Non teaching staff costs
- Entrance Fees
- Insurance costs

Activities held outside school hours

From time to time, the school may arrange activities that take place outside of school hours. Where such activities are not regarded as a necessary part of the National Curriculum, the Governing Body reserves the right to make a charge for these, but the charge will not exceed the cost of providing the activity.

Music Tuition

The Governing Body reserves the right to charge for music tuition given to individuals or small groups (up to and including 4 pupils). The charge may also include the cost of sheet music and hire and insurance of instruments.

School Trips including swimming

The school may organise trips during the school day which are felt to be of benefit to the children. Parents may be asked to make voluntary contributions towards the cost of such trips. The contributions will be requested in advance, to ensure funds received cover the cost of the trip.

Visiting Groups

Opportunities occur for drama groups, science presentations etc to visit the school. It may be necessary to ask for voluntary contributions to fund such visits.

Charging in kind

Practical activities sometimes require the school to provide materials or ingredients. If parents indicate in advance that they wish to own the finished product, a charge may be made in cash or kind.

Loss, breakage and damage to school property

The Governing Body reserves the right to charge parents for the replacement cost where their children cause loss, breakages or deliberate damage to school property.

Wrap around care fees

Fees are calculated every half term, in advance, and payable in full by the end of the half term. If payment is not made in full a reminder is sent (by letter or text) and if payment is not received childcare is withheld until the bill is settled. Failure to pay at this stage will result in a letter being sent advising of possible legal action and ultimately referral to legal services at County Hall.

Remissions

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can legally be made may be offered at no charge or a reduced charge to parents/carers in particular circumstances. For example if you are in receipt of:

- 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 (as assessed by HM Revenue and Customs) does not exceed the sum given in the Revenue and Custom rules.
- Guaranteed State Pension

Any parent that may be finding it difficult to pay for an activity is encouraged to speak to the headteacher.

Monitoring and Evaluation

The Resources Committee will monitor the impact of this policy by receiving termly financial reports on those activities that resulted in charges being levied (without giving names). This policy will be reviewed every three years.

Signed



Paul Driver
Headteacher



Rachel Wharrad
Chair of Governors