All Saints' CE Primary School

Vision

Learning hand in hand together with God.

Values

Hopeful school through honesty, forgiveness and trust
Achieving school through resilience, respect and ambition
Nurturing school through care, compassion and friendships
Developing school through wisdom, faith and fun
Sharing school through kindness, celebration and love

Charging and Remission Policy

Written: February 2021
Ratification date: March 25th 2021
Ratified by: Full Governing Board
Review date: February 2022
Written by: M Robinson and R Sugden

Charging and Remission Policy

Statement of intent

All Saints' is committed to ensuring equal opportunities for all pupils, regardless of financial circumstances, and has established the following policy and procedures to ensure that no child is discriminated against by our offering of school visits, activities and educational extras.

In addition, we are committed to adhering to legal requirements regarding charging for school activities, and meeting all statutory guidance provided by the DfE.

This policy will have consideration for, and be compliant with, the following legislation and statutory guidance:

- Education Act 1996
- The Charges for Music Tuition (England) Regulations 2007
- The Education (Prescribed Public Examinations) (England) Regulations 2010
- DfE (2018) 'Charging for school activities'
- DfE (2020) 'Governance handbook'

We promise:

- Not to charge for education provided during school hours.
- To inform parents on low incomes and in receipt of relevant benefits of the support available to them when asking for contributions.

Responsibilities:

The Governing Body of the school are responsible for determining the content of this policy and the Headteacher for implementation. Any determination with respect to individual parents will be considered jointly by the Headteacher and Governing Body.

Charges cannot be made for:

The Governing Body of the School recognise that legislation prohibits charges for the following;

- Education provided during school hours (including the supply of any materials, books, instruments or other equipment.)
- Education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education.
- Tuition for pupils learning to play musical instruments if the tuition is required as part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school or part of religious education.
- Entry for a prescribed public examination, if the pupil has been prepared for it at the school.
- Examination resits if the pupil is being prepared for the re-sit at the school.
- Education provided on any visit that takes place during school hours.
- Education provided on any visit that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education.
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential visit.
- Transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport.

- Transporting registered pupils to other premises where the governing body or local education authority has arranged for pupils to be educated.
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- Transport that enables a pupil to meet an examination requirement when he or she has been prepared for that examination at the school.
- Transport provided in connection with an educational visit.

Charges may be made for:

- Board and lodging on residential visits (not to exceed the costs)
- The proportionate costs for an individual child of activities wholly or mainly outside school hours ('optional extras') to meet the costs for;
- Travel
- Materials and equipment
- Non-teaching staff costs
- Insurance costs
- Vocal and musical instrument tuition.
- Re-sits for public examinations where no further preparation has been provided by the school.
- Examination fees where a pupil fails without good reason to sit the exam
- Any other education, transport or examinations where no further preparation has been provided by the school
- Any other education, transport or examination fee unless charges are specifically prohibited
- Breakages and replacements as a result of damages caused wilfully or negligently by pupils
- Extra-curricular activities and school clubs (where appropriate)
- Any extended school activity (where appropriate)
- Damage/vandalism/loss to and of school property

Remission

Children whose parents are in receipt of the following support payments will, on addition to having a free school lunch entitlement, also be entitled to the remission of charges for board and lodging costs during residential school visits. The relevant support payments are;

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit, provided that they are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190
- Working Tax Credit run-on – paid for four weeks after they stop qualifying for Working Tax Credit
- Universal Credit – if they apply on or after 1 April 2018, their household income must be less than £7,400 a year (after tax and not including any benefits they receive)

The Governors through the Headteacher will also deal sympathetically with any other families who express difficulty in meeting the cost of a proposed residential visit.

Voluntary Contributions

Parents will be invited to make a voluntary contribution for the following;

- Educational visits
- Educational visitors and activities

The terms of any request made to parents will specify that it is a voluntary contribution and in no way represents a charge. In addition, the following will be made clear to parents;

- that the contribution is genuinely voluntary and a parent is under no obligation to pay
- that registered pupils at the school will not be treated differently according to whether or not their parents have made any contribution in response to the request

The responsibility for determining the level of voluntary contribution is delegated to the Headteacher.

Voluntary contributions will be used to;

- meet the costs associated with an educational visit
- meet the costs associated with an educational visitor

If insufficient voluntary contributions are raised to fund the visit, then it will be cancelled.

School Meals

The Governing Body will determine and publish annually the price to be charged for school meals in conjunction with advise from the school Catering Manager.