

# Stratford-sub-Castle Church of England VC Primary School

*Learning for life in a positive and caring  
Christian community*

## **Policy for Charging and Remissions #3**

The *Policy for Charging and Remissions* was reviewed during the Autumn Term 2016.  
This document is the result of that review.

DATE AGREED BY FULL GOVERNING BODY:	<b>14/11/2016</b>
REVIEW DATE:	<b>2018/2019</b>
AUTHOR:	<b>Mrs Kay Bridson</b>
HEADTEACHER:	<b>Mrs Kay Bridson</b>
CHAIR OF GOVERNORS:	<b>Miss Angela Britten</b>
SIGNED:	
TO BE READ IN CONJUNCTION WITH:	<b><i>Aims of the School</i></b> <b><i>Curriculum Policy</i></b> <b><i>Teaching for Learning Policy</i></b>

# Stratford-sub-Castle Church of England VC Primary School

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## **Policy for Charging and Remissions #3**

This policy should be read in conjunction with *Aims of the School*, the *Home-School Agreement* and the *Teaching and Learning Policy*.

This policy was agreed by the Full Governing Body on 14/11/2016

It will be reviewed in 2018/19.

### **Purpose:**

The purpose of this document is:

- ❖ to fulfil the school aims through a consistent policy for charging and remissions
- ❖ to comply with The Education Act 1996 and The School Information (England) (Amendment) Regulations 2012, requiring all School Governing Bodies and Local Education Authorities to have in place and publish a policy regarding the charging for various activities.

### **Statement of Aims:**

We aim:

- ❖ to provide a wide range of activities, giving pupils many experiences to enrich their education
- ❖ to provide all our pupils with the opportunities to learn and achieve within and beyond the National Curriculum
- ❖ to work in partnership with parents
- ❖ promote positive self-image and high self-esteem
- ❖ provide opportunities for creative experience

### **Statement of Principles:**

We believe:

- ❖ additional school activities are an important means of enhancing a child's education
- ❖ *compulsory* charges should not be made for any school event, but recognise the need for parental contributions
- ❖ that no child should be excluded from taking part in any activity because of a parent or guardian's inability or an unwillingness to pay.

### **Implementation:**

The Governing Body and the Headteacher have overall responsibility for the implementation of this policy.

We will not make a charge for:

- ❖ an admission application
- ❖ 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

- ❖ instrumental or vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent
- ❖ entry for a prescribed public examination, if the pupil has been prepared for it at the school and examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school

We will:

- ❖ make an appropriate and reasonable charge for extended day services offered to pupils (for example Early Birds/ Night Owls club and after-school clubs run by an external provider). Charges will reflect the actual cost of the service and take into account factors such as any materials, books, instruments, or equipment provided; the cost of buildings and accommodation; non-teaching staff; teaching staff (including supply teachers); and where appropriate the cost, or an appropriate proportion of the costs, for teaching staff employed to provide tuition in playing a musical instrument, or vocal tuition, where the tuition is provided at the request of the pupil's parent
- ❖ ask for voluntary contributions for various additional school activities such as cookery, educational visits, swimming lessons and visiting puppet or theatre groups
- ❖ stress that contributions for these additional activities are entirely *voluntary*
- ❖ inform parents that if they are not prepared to make a contribution towards the cost of such activities, or if the school cannot fund it from some other source, then the activity may not be able to take place
- ❖ encourage any parent who has financial difficulty to contact the Headteacher
- ❖ ensure pupils will be treated the same whether or not their parents make a contribution
- ❖ clearly state the amount of the contribution required in sufficient time before the activity concerned is scheduled to take place
- ❖ use Pupil Premium funding to pay for residential trips for the appropriate pupils

#### **The Legal Framework:**

Under Section 460 of the Education Act 1996, it is made clear that the restrictions on charging for school activities do not in any way prohibit or restrict the school from seeking *voluntary contributions* in support of any school activity.

The full regulations on which this policy is based can be found within Sections 449-462 of the Education Act 1996 (<http://www.legislation.gov.uk/ukpga/1996/56/part/VI/chapter/III>).

#### **Monitoring the Policy:**

The Head Teacher monitors this policy by discussions with parents, through Parent Governors and through regular Parents' Meetings.