

Wodensfield Primary School Charging and Remissions Policy

Updated: October 2018

Review: October 2019

Philosophy

We recognise the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education. We aim to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities. We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents'/carers' financial means. This policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

Status: Statutory

See Charging for school activities updated May 2018

<https://www.gov.uk/government/publications/charging-for-school-activities>

Charging for ingredients, materials, equipment for practical subjects.

The school is prepared to pay for equipment needed for practical subjects but will encourage parents on a voluntary basis to contribute to the cost of materials if they wish to own the finished product.

Charging for School Equipment

No charge will be made for materials, books, instruments or other equipment for use in education during school hours. The only exceptions to this will be:

- a) Where wilful damage to the equipment by the child has taken place.
- b) Where books have been mislaid or lost whilst at home. Parents will be asked either to replace the equipment/books or pay the cost of replacement.

Musical Tuition

It is our policy to ask, for hygiene reasons, that parents purchase instruments for all continuing recorder lessons. However, all children now learn the recorder at Year 3 and 4 and are given a school instrument to borrow whilst learning. This will have been sterilized after previous use. Recorder tuition books will be available on loan, but we do recommend children have their own copy if they continue learning the recorder at Year 5, so that he/she can write in it or mark it with hint, clues, fingering etc. for their own use. Non-accidental or careless damage to school instruments or books may be charged for in the normal way. Violin and Brass Instruments are lent to parents free of charge by the Wolverhampton Music School. Once again, careless damage may have to be paid for, as well as all broken strings. A small charge may be required for children taking part in violin and brass tuition.

Charging for Residential Visits

Where a school activity involves pupils in nights away from home the Governing Body will make a charge for Board and Lodging whether or not the activity is deemed to have taken place in school hours. A voluntary contribution will be requested for transport costs.

The school is involved in overnight visits to Beaudesert in Year 2 and Condoover Outward Bound Centre in Year 6

Residential Educational Visits

To stage such visits, we will be totally dependent upon parents' support. The law now states that we can charge for accommodation, (hotels/youth hostels etc), including meals, but cannot insist on any payment to cover transport/entry fees, etc. for any activity taking place within normal school hours. On occasions when we organise such ventures, parents/carers will be given, at an early stage, full details of actual costs. Regretfully also, **insufficient support overall will result in the visit not going ahead.**

Families qualifying for remission or help with charges.

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 will be offered at no charge or a reduced charge to parents/carers in particular circumstances.

This remissions policy sets out the circumstances in which charges will be waived.

Criteria for qualification for remission are given below.

Parents/carers in receipt of:

- Universal Credit in prescribed circumstances.
- 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 Customs rules
- Guaranteed State Pension

Charging for visits during school hours

A voluntary contribution will be requested from parents to pay for transport and admission costs of the visit.

A letter will be sent to parents informing them of the visit and asking for a voluntary contribution. It will be made clear that if insufficient contributions are forthcoming, the visit will not take place.

Charging for After School Club (including Breakfast Club)

We review the charges for ASC on an annual basis and inform parents/carers. There is a banding system which parents/carers can choose from. This enables childcare for pupils from 8.00 a.m. - 8.50 a.m. and from 3.15 p.m. - 6.00p p.m.

Other Charges

If children are late being collected from nursery a charge is made. If late collecting from school ASC charges will operate.

Arrangements for monitoring and evaluation

The Finance Committee of the governing body will monitor the impact of this policy by receiving on a yearly basis a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies. It will seek to evaluate the impact of the school's extended services on those children most need of educational support.