

Thornhill Lees CE (C)
Infant and Nursery
School

Charging and Remissions
Policy

September 2018

Charging and Remissions Policy 2017-2018

The Governing Body of the School are responsible for determining the content of this policy and the Head Teacher for its implementation. Any determinations with respect to individual parents will be considered by the Head Teacher and School Business Manager.

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

Education during school hours

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 or music tuition.

Education outside school hours

Parents can be charged for activities that take place out of school hours when these activities are not a necessary part of the National Curriculum.

Residential Activities

If a residential activity takes place largely during school time, which is directly related to the National Curriculum, no charge may be made for either the education or cost of travel. However, charges will be made for board and lodging except for pupils whose parents are receiving:

- * Income Support
- * Income-based Jobseeker's Allowance
- * Support under Part 6 of the Immigration and Asylum Act 1999
- * Child Tax Credit (providing that they are not entitled to Working Tax Credit and have an annual income, assessed by Her Majesty's Revenue and Customs, that does not exceed £16,105 for the year 2016 -2017)

The guaranteed element of State Pension Credit

The Head Teacher will advise all parents of the right to claim free activities if they are receiving these benefits.

Music Instrument Tuition

All children study music as part of the normal school curriculum and we do not charge for this. There is a charge for individual or group music tuition which is not part of the National Curriculum. Peripatetic music teachers from Kirklees Music School teach individual or small group lessons and a charge is made for these lessons. We provide information to parents about additional music tuition on request.

Activities not run by the school

The school may offer additional extra-curricular activities such as sports coaching / clubs after school. These may be run by qualified coaches, or other providers, who are not members of the school staff. A charge is usually made for these sessions.

Breakfast Club

To ensure the provision of a high quality, safe and stimulating service a small fee of 50p is to be charged. There may be some provision for children who are in receipt of free school meals.

Voluntary Contributions

Although by law we are not allowed to charge for any activity during school time, the governors have agreed that in order to provide extra varied activities, we may call upon parents for voluntary financial support. As school funds are limited, it may sometimes be necessary to cancel activities if there are insufficient voluntary funds.

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents to enable them to proceed. These activities are known as 'optional extras'. This list is not exhaustive:

- * visits to museums, parks, places of worship;
- * sporting activities which require transport expenses;
- * outdoor adventure activities;
- * visits to the theatre;
- * musical events.

Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't. Support for cases of hardship will come through voluntary contributions and/or fundraising.

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

Policy Reviewed: September 2017

Next Review: September 2018