



CHARGING AND REMISSIONS POLICY

The Charging & Remissions Policy reflects our **vision and values** which are:

“Learn to think, think to learn”

Honesty
Self worth
Resilience
Responsibility
Respect

The Governing body of Craneswater Junior School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils’ education and our vision and values.

The school aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

Section 110 of the Education Reform Act 1988 requires the LA and the Governing Bodies of maintained schools in England & Wales to draw up and keep under review a Charging & Remissions Policy.

The Basic Principle:

For all registered pupils in maintained schools, education is free of charge if it:

- a) **takes place during school time – excluding the midday break.**
- b) **takes place outside school hours but is required as part of a syllabus for a prescribed public examination, or as part of the National Curriculum, or part of the statutory religious education.**

The school may therefore invite *voluntary* contributions from parents for activities that take place during the normal school day, apart from board and lodging for residential courses and for individual music lessons.

CHARGES

The governing body reserves the right to make a charge in the following circumstances for activities organised by the school:

▪ **School Journeys in School Hours**

The board and lodging element of approved residential activities deemed to take place in school hours. A charge will also be made for the travel costs. If using the school minibuses, this charge will cover petrol and a contribution towards the running costs, in line with PCC advice. A fund held by the School Association exists for replacing the minibuses.

▪ **Activities outside School Hours**

The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.

▪ **Individual Instrumental Tuition**

The cost to the pupil for providing any instrumental tuition not part of normal LA peripatetic provision. This charge is reviewed annually.

▪ **Charging in Kind**

The cost of materials, ingredients, equipment (or the provision of them by parents) for the following subjects: Design Technology, Science, Art/Craft.

The Governing Body reserves the right to charge or request voluntary contributions for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product.

▪ **Hire of School Minibuses**

Other schools or organisations hiring our minibus(es) will be charged according to the Minibus Conditions of Hire Policy.

▪ **Other uses of the school**

Community groups use the school throughout the week. Charges will be agreed on an annual basis at the resources meeting where this policy is reviewed (see appendix of current uses and charges)

General

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a Voluntary Contribution towards the cost of additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions. However, the school reserves the right to cancel or postpone an activity if insufficient funds have been raised and it is likely to result in an unreasonable financial burden upon the school's delegated budget.

REMISSIONS

Where a child is in receipt of FSM, the school will be able to subsidise the cost incurred for a residential visit, if a request for this is made in writing to the Headteacher. This is detailed in the school handbook.

David Jones

Reviewing the policy

Policy was approved by the Resources Committee on 22nd May 2018

The Governing Body ratified the Policy on 23rd May 2018

Review period Governing body free to decide: Annually

Statutory policy

Next Review: Summer 2019

STATUTORY**APPENDIX**

Company	Use	Charge	Amount p/a	Public Liability Insurance
Binstead Childcare	Breakfast and afterschool club	Rent, Utilities	£2131.00 pa increasing to £2281.00 pa	No: NC000113434 Exp: 21.09.18
Sama Karate	Karate	Rent	£120.00 pa increasing to £180.00 pa	No: SL7000550130 Exp: 31.12.18