

ST. MARK'S CE (VC) PRIMARY SCHOOL



Charging & Remissions Policy 2018/19

Date reviewed: September 2018

CHARGING AND REMISSIONS POLICY

The Governors are required to prepare their own charging policy by the Education Reform Act 1996, for any school activity.

The Governors recognise the valuable contribution that additional activities, including educational visits and after school activities, can make towards the children's academic, personal and social education.

The Governors of this school have agreed to adopt the following policy with regard to charging for school activities. The cases in which these charges will be remitted are also set out.

Education provided wholly or mainly within school hours will be free of charge. This includes transport between the school and any other place where education is provided and includes the cost of travel and tuition on a school journey or a visit taken wholly or mainly within school hours. The school's hours are set out in the school prospectus. Outside school hours, no charge will be made for the activities which fulfil specific requirements of the syllabus (National Curriculum and Religious Education) except in the case of the board and lodging element for a school journey involving an overnight stay. However, this charge will be remitted for any pupil whose parents are in receipt of the following:

- Income Support;
- Income Based Jobseekers Allowance;
- An income-related employment and support allowance;
- Support under part VI of the Immigration and Asylum Act 1999 if you are an asylum seek;
- Child Tax Credit (not including Working Tax Credit) if the household income is below £16,190
- The guarantee Element of the State Pension Credit

Voluntary contributions

Voluntary contributions may be sought from parents at any time to subsidise an activity including for example, a school journey or visit taken wholly or mainly in school hours. If parents are unable or unwilling to pay, their child will not be excluded from that activity, but if insufficient contributions are forthcoming the activity may be cancelled.

Parents who are unable to offer a contribution should talk with the class teacher or Headteacher in confidence.

Charges may be made for optional extras provided wholly or mainly outside school hours (for example a school journey or visit) where the cost of travel, board and lodging and any other provision may be charged. Board and lodging in this case is **not** the subject of remission for parents receiving Income Support or Family Credit.

Educational materials will usually be free of charge. Exceptionally, in some practical lessons, a small charge may be requested to cover the cost of the materials if the item is to be taken home.

Musical tuition, (including the hire cost of instruments) where not part of the National Curriculum, may incur charges.

Where charges are made, parents will not be asked to pay more than the cost of the actual provision for their child.

After School Activities/Lunchtime Activities

Legislation allows schools to charge for those activities that take place outside normal school hours.

Occasional charges may be made for after school clubs which require equipment or additional expertise.

Breakfast Club

A nominal charge will be made to cover the cost of staffing and supplies.

Non Accidental Damage to School Property

Parents will now be asked to pay for damage to school property and premises caused by their children's wilful behaviour. The Governors wish it to be known that this will only apply when a pupil is found to have deliberately or maliciously damaged school property or premises.

Accidental Damage

The school has a policy that allows for books to be taken home. If they are damaged beyond repair the parents may be asked to pay for them to be replaced.

Signed:
Chair of Governors – F Ball

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