

Holme on Spalding Moor Primary School

Charging Policy

AIM

In conformity with the requirements of the Education Reform Act 1988, it is the policy of the Governing Body:

- To make a broad programme of activities and trips accessible to as many pupils as possible
- To establish and maintain a fair and coherent system of charges within the constraints of the school budget, seeking to ensure that no child should have their access to the curriculum limited by charges.

The Governing Body also recognise that there is a clear distinction in charging between Curriculum and Non Curriculum activities.

CURRICULUM ACTIVITIES

The school will levy a charge for all board and lodging costs on residential visits, except where pupils are entitled to statutory remission.

Voluntary contributions may be requested for trips and activities which take place mainly within school hours. No child may be excluded because of inability to pay but the school is entitled to cancel the trip if the level of contributions does not meet its budgetary requirements.

Any insurance costs will be included in charges for trips and activities.

The school will charge £15 per term towards the cost of instrumental tuition by teachers of the Music Support Service and £15 per term for any hire of school instruments. (New starters are allowed their first term's tuition free)

NON CURRICULUM ACTIVITIES

The school will levy a charge as an optional extra for trips which are not part of the National Curriculum, statutory religious education, or in preparation for a prescribed public examination. The school reserves the right to cancel the trip if there are insufficient pupils to make the trip viable. In these circumstances a full refund will be given. Any insurance costs will be included in the charges for the trips and activities

OTHER CHARGES

The school will charge parents for damages to or loss of school property caused wilfully or neglectfully by their children.

The school will charge for private lettings using the scale of charges as set out for directed community use of school premises by the Local Authority, to include VAT where appropriate. Discretion can be allowed by the Headteacher/School Business Manager.

FREEDOM OF INFORMATION

Information published on our website (www.holmeschool.co.uk) is free, although you may incur costs from your internet service provider. If you do not have internet access, you can access our website using a local library or an internet café.

Single copies of information covered by this publication are provided free.

If we have to do a lot of copying or printing, or we incur a large postal charge, or your request is for a priced item (e.g. printed publications or videos) we will advise you of the cost before fulfilling your request.

All charges will be fair and reasonable.

A charge of 5p monotone and 10p colour per A4 side may be made to cover the basic cost of private photocopying.

STATUTORY REMISSION

Statutory remission is given to those parents who are in receipt of either:-

- Income Support
- Income Based Job Seekers Allowance
- Support under Part vi 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 that does not exceed the yearly Inland Revenue assessed threshold).
- Guarantee element of State Pension Credit

The Charging and Remissions Policy will be reviewed at regular intervals and charges may be adjusted as a result of that review.

Resources Sub-Committee Jan 2014