



## CHARGING AND REMISSIONS POLICY

[www.wattonatstone.herts.sch.uk](http://www.wattonatstone.herts.sch.uk)

The Governors wish to ensure that all children have access to all areas of the life of the school, regardless of the parents'/carers' ability to pay.

### 1. DURING SCHOOL HOURS

In the event of activities organised by the school during school hours, parents may be expected to pay for the following:

- Individual or group music tuition.
- The board and lodging element of all residential visits.
- Activities arranged by a third party such as a travel agent or tour company.

### 2. OUTSIDE SCHOOL HOURS

Charges may be made for optional courses or activities, which fall wholly or mainly outside school hours. This may not include any activity, which is required by the National Curriculum or to fulfil statutory duties relating to Religious Education. Charges made for such activities may include an element for:

- Pupils' travel costs.
- Pupils' board and lodging costs.
- Materials, books, instruments or other equipment.
- Non-teaching staff.
- Entrance fees to museums, theatres etc.
- Insurance costs.

### 3. VOLUNTARY CONTRIBUTIONS

The school or Child Support Agency may seek voluntary contributions for activities falling outside those described where charges may be made. Parents will be informed early in each school year that the following apply:

- Such contributions are voluntary.
- Pupils will not be treated differently according to whether parents have made a contribution.
- An activity may not take place if there is insufficient financial support.

### 4. REMISSIONS

Pupils whose parents/carers are in receipt of benefits such as (Income Support, Income based Jobs seeker's Allowance, Support under part VI of the Immigration and Asylum Act 1999, or Child Tax Credit (providing they do not also receive Working Tax Credit and have an annual income assessed by the Her Majesty's Revenue & Customs, that does not exceed £14,495, or allowance as updated by HMRC)), may be entitled to remission of charges. The Headteacher and Governors will consider sympathetically cases of genuine need seeking help with these charges and will endeavour to remit

those they feel are necessary from the school's budget or an alternative source. Any discussions with parents, or decisions made, will be confidential.

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