

Ravenswood Community Primary School

Charging and Remissions Policy

Introduction

At Ravenswood School our aim is for children to enjoy a quality educational experience within a positive, caring and friendly environment. To achieve this they need access to a broad and relevant curriculum and experiences which are stimulating, purposeful and promote a joy of learning.

We believe that visits are an extremely important and valuable part of a child's primary education; as are a variety of curriculum enrichment activities such as food technology or clay work whether provided in class or as an extra curricular activity.

Voluntary contributions

No charge can be made where education is provided wholly or mainly during school hours that are part of the national curriculum. It is therefore not possible to levy a compulsory charge for transport or admission costs for swimming lessons or for visits to museums during school hours.

Due to financial constraints it is not possible for the school to provide the rich curriculum that it offers without voluntary contributions by parents for some activities.

The school requests a 'voluntary contribution' or 'donation' towards the cost of providing activities within and outside school hours; such as educational visits.

The pupils of the parents who are unable or unwilling to contribute will not be discriminated against. Where there are not enough voluntary contributions to make an activity possible, and there is no way to make up the shortfall, then it will be cancelled.

The school will not seek to make any profit from voluntary contributions, and will endeavour to keep all costs to the minimum amount. Consideration will be given to the number and type of visits planned for each year and whenever possible opportunity will be given for parents to pay in instalments.

Residential trips

Parents are charged for the cost of board and lodging during residential school trips. This cost will not exceed the actual cost of the provision.

Where the trip takes place wholly or mainly during school hours, pupils whose parents are in receipt of the following support benefits will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges:

- Income Support
- Income Based Job Seekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit provided the parent is not entitled to Working Tax Credit and their annual income does not exceed £13,910
- Guarantee element of State Pension Credit

A similar entitlement applies where the trip takes place outside of school hours but it is a necessary part of the National Curriculum, or Religious Education.

If the trip takes place outside school hours and **does not** form part of the above, the school can make a charge for transport.

Instrumental Music tuition

A charge will be made for instrumental music tuition if relevant.

After School Clubs

Where costs are incurred by the school outside of its normal operational requirements, for example, in the provision of an after school cookery club, this cost will be forwarded to the parent of any child participating in such a club. Notification will be given to parents/carers, in advance of the child signing up, that a charge will be made to cover the club's activities. No profit will be made through such a charge.

Optional extras

The school may also charge for the following, where the activity takes place outside school hours:

Pupil's travel costs.

Board and lodging

Materials, books and other equipment

Non-teaching staff costs

Entrance fees to museums, theatres etc.

Insurance costs

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The cost of engaging a teacher, who is already employed by the Authority, on a contract for service, as distinct from a contract of employment, specifically for the activity.

Clothing

Although no charge can be made for “equipment” for use in school in connection with education provided during school hours, clothing is specifically excluded from the definition of equipment. Parents will therefore be asked to provide their children with such things as PE kit and sports kit.

Information on charging and remissions policy

Parents are entitled to information about a school’s charging and remissions policy, which is available on request during school hours.