



Quinton Church Primary School

Charging and Remissions policy

1. Background

Quinton is committed to providing a broad and balanced curriculum for all its pupils. This means that children have the opportunity to:

- participate fully in the school curriculum
- contribute fully to all aspects of school life
- be a valued partner in the process of education

These objectives inform educational activities, whether in or outside the school and are therefore integral to the process of charging for school activities and to the remission which is available to parents/carers who are on a low income.

In line with our school aims, we aim also to encourage and promote extra curricular activities, which are accessible to all appropriately aged pupils. We aim to provide a process which allows the school to provide high quality provision with minimum cost to parents, pupils and the school.

The development of the range of activities forms part of the school's planning process which is linked to the annual budget.

When determining which activities should be included the following key factors will be taken into consideration:

- the cost of the activity set against its educational value
- how the activity will be paid for
- the balance and variety of activities during the key stage
- additional or hidden costs – e.g. spending money

2. Education during school hours

In accordance with the Education Reform Act legislation of 1988 (Sections 106-111, 117-118) all education (with the exception of peripatetic musical instrument tuition which may take place during school hours) provided at Quinton within school hours, is free. This includes materials, equipment and some transport costs to carry pupils between school and an activity, and any fees for the activity.

Parents will be invited to make a voluntary contribution towards some activities, and in such cases it will be pointed out that these activities will only go ahead if sufficient voluntary contributions are forthcoming. Children will

never be excluded from an activity because their parents are unable to contribute. An additional contribution to cover the cost for these children will not be imposed on those parents who are able and willing to contribute.

3. Education outside school hours

Parents will be charged for activities that happen outside school hours when these activities are not a necessary part of the National Curriculum or religious education or an essential part of the syllabus for an approved examination. Such activities will be regarded as 'optional extras'.

4. Residential Activities

No charge will be made for the education costs of any residential activity which takes place largely during school time or which is essential to the education provided at the school. A charge for board and lodging will be made in these circumstances. Pupils whose parents are receiving Income Support, or income-based Job Seekers Allowance will be told of their right to claim for a subsidy, where appropriate, if they are in receipt of these benefits.

5. Informing Parents

We will endeavour to inform parents as early as possible of impending educational activities which will necessitate a voluntary contribution in order for them to go ahead. The nature and educational value of the visits will be identified, as will the breakdown of costs per head (transportation, entry fees, teacher costs, insurance, discounts, etc.). Precise dates by which consent forms and voluntary contributions should be returned to school will also be included.

Parents will also be informed that no child whose parents are unable or unwilling to contribute will be excluded from the activity. They will also be told of any help that is available towards the cost.

Appendix to the Charging and Remissions Policy – September 2004

Extra Curricular Activities

Pupils will be encouraged to contribute to the cost of these sessions to enable the fullest possible use of the funds available and to help ensure that pupils and parents value these opportunities. No child will be refused joining an activity because his/her parent will not or cannot pay. Each case will be judged on its own merit. All charges will be requested in advance of the sessions (usually 10 per term) and will be reviewed annually.

The money paid by pupils will be paid into the School Fund Account under separate headings and used to pay towards the cost of the teacher.

Peripatetic music lessons – cost to be met by pupils

If a child should be identified through the school's assessment processes as having a particular musical aptitude or need for musical tuition, and if their parents or carers are unable to pay, then the Head Teacher and Governors may make special arrangements as an individual case.