



THE WINDMILLS JUNIOR SCHOOL

CHARGING AND REMISSIONS POLICY

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Overview

The Windmills Junior School follows guidance outlined by the government on Charging for School Activities and has taken up the model policy produced by WSCC:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/706830/Charging_for_school_activities.pdf

This policy outlines the key elements of this guidance and how this work at The Windmills.

1. Introduction

All the education provided during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

2. Voluntary Contributions

When organising school trips or visits during school hours to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents or carers have not paid any contribution or a reduced contribution. We do not treat these children differently from any others.

The following is a list of additional activities organised by the school which require voluntary contributions from parents and carers. This list is not exhaustive:

- Visits to museums and off site educational experiences
- Outdoor adventure activities
- Visits to or by a theatre company
- Visits by an educational experience e.g. music/science workshops or experts
- Musical events
- Swimming

3. Residential Visits

Where a residential trip is organised during school time or mainly in school time the costs are divided as follows:

- A charge may be made to parents for the board and lodging element of the trip. However, pupils whose parents are in receipt of any of the benefits listed in point 4 may not be charged for board and lodging costs.
- A voluntary contribution will be sought for all other elements of the trip which include the educational aspects of the trip, travel expenses, staff costs and incidental expenses arising from the trip.

If we are unable to raise sufficient funding through these voluntary contributions the visit may have to be cancelled.

Currently Year 6 undertake a week long residential visit in the Autumn term which is based around outdoor adventure activities. This covers aspects of the National Curriculum.

4. Families Qualifying for Remission or Help With Charges

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can be legally made, will be offered at no charge or a reduced charge to parents or carers in particular circumstances. The criteria for qualification for remission are given below:

Parents in receipt of:

- Universal Credit in prescribed circumstances;
- Income support
- Income-based Jobseeker's Allowance (IBJSA);
- Support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit;
- Guaranteed element of State Pension Credit.

Parents or carers would be asked to provide evidence of the support that they are receiving in confidence and asked to consider if they could afford to make a contribution at a reduced rate.

5. Extended Schools Provision

We wish our children to have opportunities to experience as many different clubs as possible. In order to achieve this we invite outside providers to offer clubs at our school. These clubs are run outside the school day and are therefore considered to be optional extras. Parents are charged for their provision.

Current clubs – although these are subject to change

Tennis	Drumming	Netball
French	Young Authors	Art and Craft
Football (Boys and Girls)	German	Dance Mats
Sewing	Theatre Arts	Karate
RunsCool		

Children may also opt to attend clubs run by members of staff after school. We keep charges for these to a minimum; if we charge at all it is only to cover costs of materials and equipment that the children use during the club. Teachers run a range of clubs because they believe in the benefits that these bring children, they are not contractually obliged to do so and do not get paid. Where Teaching Assistants run clubs they would claim for the additional hours worked and we would need to pass these charges on to the parent as these clubs are outside the school day as enrichment activities rather than part of the curriculum.

6. Music Tuition

Where parents would like their child to learn a musical instrument through individual or small group music lessons these are organised within the school day. Lessons are provided by peripatetic music teachers and parents pay the charges for these lessons direct to the provider.

No charge will be made in respect of a pupil who is looked after by the local authority (within the meaning of section 22(1) of the Children Act 1989).

7. Other Charges

A charge may be made to parents for the cost of materials used in an art or technology activity where the finished article is offered to parents for their child to keep (eg pottery, needlework, cookery).

A charge may also be made to parents for the repair of any willful damage or the replacement of lost or damaged school property.

9. Additional Considerations

The governing body recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. The following guidelines will be followed:

- We have established a system for parents to pay in installments.
- If necessary parents may continue to pay by installments beyond the date of a trip.

10. Monitoring and Review of the Policy

The Governing Board will review this policy every 3 years, and as necessary due to any changes in legislation.