

Hutton Cranswick CP School



Charging and Remissions Policy

Date Completed: January 2019

Review Date: January 2020

Charging and Remissions Policy

Introduction

Sections 449-462 of the Education Act 1996 sets out the law on charging for school activities in schools maintained by local authorities in England. This policy outlines Hutton Cranswick CP School's response to the latest guidance from the DFE and will be reviewed regularly.

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition. Our charging and remissions policy closely follows the latest DFE guidance available at the time of writing.

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school may invite parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip (If a trip/activity cannot be funded without voluntary contributions, the governing body or head teacher will make this clear at the outset). If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. The school almost always pays additional costs in order to support the visit. Parents have a right to know how each trip is funded, for example by contributions, PTFA support or school funds. The school provides this information on request.

Residential visits

Parents are asked for a voluntary contribution towards elements of the trip and we do make a charge to cover the costs of board and lodging, except where pupils are entitled to statutory remission. Families who are in receipt of Free School Meals or eligible for Pupil Premium may receive an agreed subsidy, as will families with 2 or more children on the trip.

Music tuition

All children study music as part of the normal school curriculum. We do not charge for this.

Charges may now be made for instrumental tuition provided either individually, or to groups of any size, provided that the tuition is provided at the request of the pupil's parent. Charges may not exceed the cost of the provision, including the cost of the staff who provide the tuition.

Swimming

The school organises swimming lessons for all children in Year 3. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Out of school providers

Football and Judo coaching takes place before and after school during the week. A qualified coach, who is not a member of the school staff, runs and organises these sessions and makes a small charge.

Private Lettings

School will arrange and 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/SBM.

School Property

School will charge parents for damage to, or loss of school property caused wilfully or neglectfully by their children.

Freedom of Information

Information published on our website is free to access, although you may incur costs from your internet service provider. Single copies of information covered by our website will be provided on request to those who cannot access the internet. Further copies will be available at a cost based on the cost of copying per A4 side. If we have to do a lot of copying or printing, or we incur a large postal charge we will advise of the cost before fulfilling the request. All charges will be fair and reasonable.

Extended Schools

Breakfast Club: To charge parents £2.00 per 50 minute session including food, and 50p per 20 minute session not including food.

Dinner Money

To charge parents £2.30 for each meal taken by pupils. To charge parents/carers £3.30 for each meal taken. Staff will also be charged £3.30 for a school meal unless it is eaten in the hall when it will be free.

Remissions

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors. This policy will be reviewed annually by Governors.