



THE FLYING START FEDERATION

Charging and Remission Policy

The Governing Board recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The Governing Board aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

CHARGES

The Governing Board reserves the right to make a charge in the following circumstances for activities organised by the school:

- **Activities outside School Hours**
The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours. Such activities are not part of the National Curriculum or religious education nor are they part of an examination syllabus. Where we wish to charge we will tell parents in advance. Where specific funding has been received to support particular activities we will subsidise the charge to the extent permitted by the funding. The board and lodging element of approved residential activities will also be charged at cost, whether this activity takes place inside or outside school hours.
- **Individual Instrumental Tuition**
The cost to the pupil for providing any instrumental tuition not part of normal LEA peripatetic provision.
- **Charging in Kind**
The cost of materials, ingredients, equipment (or the provision of them by parents) for the following subjects: CDT, Science, Art/Craft and Cookery. The Governing Board reserves the right to charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished produce.
- **Photocopying Charges**
The cost of using the school photocopier is posted above the photocopier; the cost of paper plus copy cost plus VAT is taken into account when formulating this cost. If a parent wishes to examine copies of school's policies, they will be allowed to view the copies in school; but they will be charged the rate of photocopying if they require to keep a copy (labour, at Teaching Assistant cost, will also be charged where the number of policies required is above two). Wherever possible, the school's policies will be made available on the school's website.

General, including voluntary contributions

The Governing Board may, from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Board from inviting parents to make a Voluntary Contribution towards the cost of additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions. From time to time we may invite a non-school based organisation, such as a visiting drama group or storyteller, to arrange an activity during the school day. Such organisations may wish to charge parents, who may, if they wish, ask the Headteacher to agree to their child being absent for that period. When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the



total number of pupils participating. There will be no levy on those who can pay to support those who can't or won't. Support for cases of hardship will come through voluntary contributions and fundraising.

Remissions

Where the parents of a pupil are in receipt of income support or family credit, the Governing Board will consider remitting in part or in whole the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum, but such decision to be at the full discretion of the Governing Board.

The Headteacher, acting as representation for the Governing Board may wish to remit in full or in part the cost of activities, and/ or other chargeable costs such as uniform for particular groups of parents, for example, in the case of family hardship. When paying for a chargeable activity or other expenditure such parents are invited to apply in confidence for the remission of charges in full or in part. This would be determined on an individual basis where the parent communicates and works with the school and it is felt that to not offer assistance would be detrimental to the welfare of the children. The Headteacher and School Business Manager will consult on each individual case.

Signed _____

Date _____

Chair of Resources Committee

Date approved:	26.11.2019
Approving committee:	Resources
Date revised:	
Version:	3.3
Date for Review	November 2020

Version History

Version	Date Issued	Brief Summary of Change	Owner's Name
0.1	28.01.2015	Policy Adopted	Wendy Ainscough
0.2	26.01.2016	Policy Reviewed	Wendy Ainscough
1.2	12.07.2016	Policy Updated	Bridget Millman
2.2	24.01.2017	Policy annual review	Wendy Ainscough
3.2	28.01.2018	Policy annual review	Wendy Ainscough
3.3	26.11.2018	Policy annual review	Claire Saltearn