

Derbyshire County Council

Arkwright Primary School

Be the best that you can be!

CHARGING AND REMISSIONS POLICY

Date: 6th May 2010.

Headteacher.....

Chair of Governors.....

Minute No:

Next review:

Aim:

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

Responsibilities:

The Governing Body of the School are responsible for determining the content of the policy and the Headteacher for implementation. Any determinations with respect to individual parents will be considered jointly by the Headteacher and Governing Body.

Prohibition of charges:

The Governing Body of the Arkwright Primary School recognise that the legislation prohibits charges for the following:

- education provided during school hours (including the supply of any materials, books, instruments or other equipment);
- education provided outside school hours if it is part of the National Curriculum.
- tuition for pupils learning to play musical instruments if the tuition is required as part of the National Curriculum.
- entry for a prescribed public examination, if the pupil has been prepared for it at the school.
- education provided on any trip that takes place during school hours.
- education provided on any trip that takes place outside school hours if it is part of the National Curriculum.
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip.

- transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport.
- transporting registered pupils to other premises where the governing body or local education authority has arranged for pupils to be educated.
- transport provided in connection with an educational trip.

Publication of information:

A summary of this policy will be included in the School Prospectus which will specify what charges are/are not to be made and for which activities voluntary contributions will be invited from parents.

Charges:

- board and lodging on residential visits (not to exceed the costs)

- the proportionate costs for an individual child of activities wholly or mainly outside school hours ("optional extras") to meet the costs for:
 - travel
 - materials and equipment
 - non-teaching staff costs

- entrance fees
- insurance costs

- individual tuition in the playing of a musical instrument
- any other education, transport or examination fee unless charges are specifically prohibited
- breakages and replacements as a result of damages caused wilfully or negligently by pupils

- extra-curricular activities and school clubs.

Remissions

Children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of charges for board and lodging costs during residential school trips. The relevant support payments are:

- Income Support;
- Income Based Jobseeker's Allowance;
- Support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit (but not Working Tax Credit) and whose annual income does not exceed £16,040

In respect of the above; account will be taken of any revision to the amount as advised by the Authority.

Voluntary Contributions:

Parents will be invited to make a voluntary contribution for the following:

- The cost of School Visits
- The cost of special events in school e.g. Theatre companies etc
- Loss or unintentional damage to items of equipment

The terms of any request made to parents will specify that the request for a voluntary contribution and in no way represents a charge in addition the following will be made clear to parents:

- a) that the contribution is genuinely voluntary and a parent is under no obligation to pay; and
- b) that pupils at the school will not be treated differently according to whether or not their parents have made any contribution in response to the request.

The responsibility for determining the level of voluntary contribution is delegated to the Headteacher.

Voluntary contributions will be used to:

- To cover the cost of coach hire
- To pay for entry into “attractions”
- To pay for visitors costs
- To replace lost or damaged equipment.