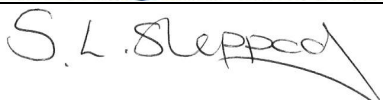


Aspire, Believe - Together Achieve

## Charging & Remissions Policy

|                                                 |                                                                                      |
|-------------------------------------------------|--------------------------------------------------------------------------------------|
| Date approved by Finance / Curriculum Committee | 11/05/2021                                                                           |
| Review Date                                     | 10/05/2025                                                                           |
|                                                 |                                                                                      |
| Signed Chair of Committee                       | Shelley Weeks                                                                        |
| Signed Chair of Governors                       |  |
| Signed Head Teacher                             |  |

# St Barnabas C of E Primary School

## Charging and Remissions Policy

Section 110 of the Education Reform Act 1988 requires the LEA and the Governing Bodies of maintained schools in England & Wales to draw up and keep under review a Charging & Remissions Policy.

### Rationale

St Barnabas Primary School recognises the valuable contribution that the wide range of additional activities including clubs, trips and residential experiences can make towards pupils' personal and social education. The School aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school. However, for many of these activities to continue, parents must be prepared to pay whenever appropriate, or to make voluntary contributions towards the costs.

### Aims

To clearly define the payment structure of the following areas:

- . Music tuition
- . Educational visits
- . Residential visits
- . In-school enrichment activities
- . Activities outside school hours
- . Materials, books, instruments or other equipment
- . Damage to property

### Broad Guidelines

#### **1 Music tuition**

Music tuition is provided by the school using peripatetic staff. Music tuition provided includes guitar, drums, keyboards and violin, for which parents are charged.

#### **2 Educational visits**

When an activity takes place mainly within school hours (including travelling time) no charge may be made.

- . However, parents will be invited to make voluntary contributions towards the costs of the activity.

- . If a child is entitled to pupil premium then they are eligible for 50% of their school visit to be paid by school

### **3 Residential visits**

For residential trips that take place largely during school time no charge may be made either for the education or for the cost of travel. Charges can be made for board and lodgings in these circumstances. However, the continuation of such visits relies heavily upon full payment from parents.

- . Therefore, parents will be invited to make voluntary contributions towards the costs of the visit.
- . The Head Teacher will endeavour to obtain financial support for families who are in financial hardship.
- . If a child is entitled to pupil premium then they are eligible for 50% of the residential visit to be paid by school

### **4 In-school enrichment activities**

Activities (theatre, music, dance groups, etc) will be arranged during school hours and, therefore, no charge may be made. To ensure that such activities continue, the School will try to fund them completely, or heavily subsidise them.

- . Parents may be invited to make voluntary contributions.

### **5 Activities outside school hours**

**Charges may be made for non-curricular activities that happen outside school hours.**

- . Parents will be asked to pay the full cost of activities deemed to be optional extras taking place outside school hours. The school will review these charges on an annual basis to ensure that costs are being covered where necessary.

### **6 Materials, books, instruments or other equipment**

The School may set a charge for materials used in school where a parent indicates in advance that they or the pupil wishes to own the finished article, which incorporates the materials.

- . Parents may be invited to make voluntary contributions towards the costs of materials used in craft activities.

### **7 Damage to Property**

The School reserves the right to ask the parents of pupils whose inappropriate behaviour causes damage to contribute to the cost of repairs or of replacing defaced, damaged or lost property

In all cases, if a charge is to be made for each pupil, this should not exceed the actual costs.

### **Voluntary Contributions**

Although there will be no charges for school-time activities, the School may ask parents for voluntary contributions. All such requests will make it quite clear to parents that:

- .        the contributions are voluntary;
- .        the children of parents who do not contribute will not be treated any differently; and
- .        where an activity cannot take place without some help from parents, and there are insufficient voluntary contributions, the activity may be cancelled.

### **Conclusion**

The Governing Body (the School):

- .        may not charge for any activities which take place in school time, apart from instrumental tuition for individual pupils or pupils in small groups;
- .        may invite parents and others to make **voluntary contributions** towards any part of the school's work;
- .        may charge for activities that are provided wholly or mainly outside school hours, as long as these activities are optional extras; and
- .        may charge for board and lodging on residential courses.

### **Review**

The Governors of St Barnabas Primary School may amend this Charging Policy in the light of changing circumstances and as part of its ongoing policy review process. Parents will be informed in advance of any such changes.

**Reviewed by Finance, Personnel and Premises Committee: TBC**

**Next review: TBC**