



Whitley Abbey Primary School

**Policy on
Charges and Remission of Charges**

**Reviewed January 2019
Next Review January 2021**

WHITLEY ABBEY PRIMARY SCHOOL
POLICY STATEMENT ON CHARGES AND THE REMISSION OF
CHARGES

INTRODUCTION

The Governors of Whitley Abbey Primary School are conscious of the valuable contribution which can be made to childrens' education by educational activities beyond the school and beyond the day-to-day curriculum. They are required by law to state the circumstances in which they will make charges for such activities and to say when they will exempt particular individuals from those charges.

The following statements on **Charging Policy** and **Remission Policy** are intended to fulfil the legal requirements in this respect.

However, it will be recognised that many activities would be put in jeopardy by a shortage of funds unless supported by voluntary financial contributions from parents and by funds raised through the efforts of the school and all associated with it.

Parents whose children are in receipt of Free School Meals or have previously been eligible (Ever 6) will be able to access Pupil Premium funds to pay for school visits and other activities.

A. Charging Policy

Prohibition of Charges

The Governing Body of the 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, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- tuition for pupils learning to play musical instruments if the tuition is required as part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- 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, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;

- 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.

Optional extras

Optional extras are those activities which take place mainly or entirely out of school hours and which are provided in addition to the school curriculum.

A charge will be made at actual cost to all participating pupils for optional extras. The actual cost will be made known to parents before they are asked to agree to their child taking part in the activity and participation by each child will be subject to parents agreeing to meet the charges. Children eligible for the Pupil Premium funding can have these charges paid for.

Tuition in the playing of a musical instrument

A charge will be made for individual tuition in the playing of a musical instrument where that tuition is not part of the approved curriculum of the school or part of a course authorised by the Chief Education Officer and leading to an approved qualification. This charge will be in accordance with scales laid down from time to time by the Coventry City Council. The current scale of charges for this tuition is available on request.

Material used in school

The school will provide all materials and equipment (but not clothing) required for purposes of the curriculum.

Remissions

(Where the governing body have determined to charge for board and lodging on a school residential trip the following shall apply).

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 current relevant support payments are:

Income Support

Income Based Jobseeker's Allowance

Income Related Employment and Support Allowance

The Guarantee Element of State Pension Credit

Asylum Seeker (Immigration & Asylum Act 1999, part VI)

Child Tax Credit but do not receive Working Tax Credit and that annual income is less than £16,190 (In respect of this we will take any revision to the amount as advised by the Authority)

These details will apply to the residential visits, for example to Plas Dol Y Moch

6. Optional extras

The Governing Body may at its discretion remit charges in respect of individual pupils or groups of pupils to enable them to take part in activities which are classed as “optional extras”. Such remission will be granted having regard to the recommendation of the head of the school and will be financed from the Budget at the Head’s discretion.