

1. INTRODUCTION

- 1.1 This charging and remissions policy complies with statutory requirements, has regard to the local council's policy statements on charging and is reviewed on an annual basis by the Governing Body.

2. CHARGING POLICY

2.1 Activities without charge

There will be no charge for the following activities:

- education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments and other equipment. It also includes transport provided in school hours to carry pupils between the school and an activity, although on specific occasions the school may ask parents for a contribution e.g. transport to an activity venue;
- education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination which the pupil is being prepared for at the school, or part of religious education;
- instrumental and vocal music tuition which is part of the National Curriculum;
- instrumental and vocal tuition for children in care;

3. VOLUNTARY CONTRIBUTIONS

- 3.1 The school may ask for voluntary contributions towards the cost of school-time activities to assist with funding subject to the following conditions:
- any children of parents who do not wish to contribute will not be treated any differently;
 - where there are insufficient contributions to make the activity viable then the activity may be cancelled.

4. CHARGEABLE ACTIVITIES

- 4.1 The school may recover the full costs of the following activities but charges will not exceed actual cost:
- educational or other activities provided wholly or mainly outside school hours which are not:
 - part of the National Curriculum;
 - part of a syllabus for a prescribed public examination which the pupil is being prepared for at school;
 - part of religious education.(note: this could include before and after school clubs)
 - board and lodgings on residential visits (subject to remission arrangements).
 - cost of entering a pupil for a public examination not prescribed in regulations, and for the cost of preparing a pupil for that examination outside school hours.
 - provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/carers.

- Provision of lunchtime hot and cold food in the dining hall each day.
- Lunchtime and after school clubs that provide extra curricular learning and play for pupils outside the official school hours.
- Educational visits outside school hours or on days when the school is officially closed (Y6 residential trip for example) unless the visit or trip forms part of the syllabus for the National Curriculum religious studies or supports study for public exams, as determined by the Headteacher.
- Special concerts or events when the school has paid for a guest entertainer or there are special costs associated with putting on the event
- Provision of school uniform accessories.
- Books, calendars, religious items, where the school has incurred costs to purchase the items to make them available for pupils or parents

5. REMISSIONS POLICY

- 5.1 There will be a reduction in charges, where appropriate, for board and lodgings for pupils whose parents are receiving income support, income-based job seekers allowance, family credit or disability working allowance or other government sponsored allowance. Charges for other 'chargeable activities' may also be fully or partly remitted. Details of any remission arrangements can be discussed with the Headteacher or Senior Finance Officer in confidence.

Ratified by the Governing Body

Signed: _____



Chair of Governors

Date: 23rd October 2018

This policy will be reviewed on or before the following date: January 2021