

ALL SAINTS CEVA
PRIMARY SCHOOL
AND NURSERY UNIT

POLICY
For
Charging and
Remissions

With Jesus as our guide we will inspire a passion for learning,
high aspirations and respect for all



**ALL SAINTS CEVA PRIMARY SCHOOL CHARGING AND REMISSIONS POLICY
2017**

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|---------------------------------|---------------------------------------|
| POLICY TITLE: | Charging and remissions Policy |
| POLICY REFERENCE NUMBER: | |

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|--------------------------|---------------------|
| POLICY OWNERSHIP: | |
| School | Head Teacher |
| Governors | Chair |

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|------------------------------------|-----------------------|
| POLICY IMPLEMENTATION DATE: | September 2015 |
| POLICY REVIEW DATE: | September 2018 |

**ALL SAINTS CEVA PRIMARY SCHOOL CHARGING AND REMISSIONS POLICY
2017**

POLICY REVIEW DOCUMENT HISTORY

This policy is monitored by the Policy Owner(s) and will be reviewed every year, or as dictated by school requirements or legislation.

| Version | Date | Author | Amendment | Approval / Adoption |
|----------------|-------------|---------------|------------------|----------------------------|
| 1 | 24.7.15 | E. Johnson | | September 2015 |
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IMPLEMENTATION / UPDATING

Following approval, it is the responsibility of the Policy Owner(s) to ensure that the policy is:-

- circulated to all relevant stakeholders
- uploaded onto the school website

Date

RESOURCE IMPLICATIONS

Training time to staff and cost of update training.

REFERENCES/LINKS/CONSULTATION

LEGAL COMPLIANCE & EQUALITY STATEMENT

At the time of ratifying this policy, the policy owner was satisfied that, to the best of their knowledge, this document complies with all relevant legislation.

The school is committed to the principles of Equality and under this policy no person will be treated less favourably on grounds of race, colour, nationality, ethnic or national origin, disability, gender, marital or parental status, age, religion or belief, sexual orientation, proposed or actual gender re-assignment, economic group, employment status, or any other condition or legally protected characteristic which cannot be shown to be wholly justified in relation to the effective operation of the school.

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The Education Reform Act (1988) introduced new provisions on charging for school activities.

The purposes of these provisions are:

- to maintain the right to a free school education.
- to ensure that activities offered as part of the National Curriculum and wholly within normal school time should be available to all pupils, regardless of their parents' ability or willingness to help meet the cost.
- to give educational authorities and schools the discretion to charge for optional activities provided wholly or mainly out of school hours.
- to confirm that schools may invite voluntary contributions for the benefit of the school or in support of any activity organised by the school, either in or outside school hours.

The Governors believe that activities such as swimming and educational visits (or visitors) are an extension to, and an enrichment of the curriculum.

They have adopted the NCC Charging and Remissions Policies for School Activities, which allows the school to ask for voluntary contributions from parents to support these activities. The policy is reviewed annually.

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual music tuition.

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip.

All contributions are voluntary.

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If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid the full contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity.

Sometimes the school pays additional costs in order to support the visit.

Parents have a right to know how each trip is funded. The school provides this information on request. In the case of Residential trips when school has to make a commitment in advance, any deposit received from the parents will be non-refundable.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- school trips;
- musical events.

Residential visits

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we make a charge to cover the costs of any workshops, board, Lodging and travel expenses. If parents are experiencing financial difficulty they are invited to speak in confidence to the Head teacher

Music tuition

- All children study music as part of the normal school curriculum. We do not charge for this.
- There is a charge for individual music tuition if this is not part of the National Curriculum.

Swimming

The school organises swimming lessons for children.

These take place in school time and are part of the National Curriculum. We make no charge for the swimming lessons. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Lettings charges

The School Business Manager is responsible for raising invoices for lettings on a termly basis.

Emma Johnson

July 2015