

Whitwick St. John the Baptist C.E. Primary School

Charging & Remissions Policy

Agreed by Staff: **May 2021**

Agreed by Governors: **May 2021**

Signed (Chair): _____ Date: _____

Introduction:

Many of our topics and work that the children study are enhanced by additional activities, including trips, clubs and residential experiences. The school may arrange for these to take place but it may not be possible to meet the full cost from the school budget. Parents therefore may be asked to make a voluntary contribution towards the costs of these events or activities.

We believe that all our pupils should have an equal opportunity to benefit from school events and activities independent of their parents' / carers' financial means. This policy describes how we will do our best to ensure a range of events and activities are offered but at the same time try to minimise the financial barriers.

Charging

What we cannot charge for:

- The Governing Body will not charge for books, materials and other equipment, which is in connection with the National Curriculum taught at the school, except where parents have indicated in advance that they wish to purchase a product.
- The Governing Body will not charge for any activities that take place in school during school time, with the exception of music tuition or other services offered by an external organisation and offered to parents.

What we can invite voluntary contributions for:

- The Governing Body will invite parents/carers to make voluntary contributions for charities or school fund (i.e. Carols for Cancer / School Productions).
- The Governing Body will invite parents/carers to make voluntary contributions to schools trips, swimming and cooking to cover costs incurred but will not make a profit.

Parents will be informed if there are insufficient voluntary funds received to cover the cost of the activity. The activity will then be cancelled. The Governing Body have a right to cancel any activity/trip if there are insufficient contributions to make them possible to go ahead (less than 85% return). Children of parents who do not contribute will not be discriminated against or excluded from any activity.

What we will charge for:

- The Governing Body will charge for clubs offered by external organisations, which take place outside of the normal school day, if the parent/carer chooses for the child to attend.
- Music lessons provided outside of the school curriculum, should the parent/carer choose for the child to attend.
- The Governing Body will charge for residential trips.
- Lettings will be charged for following the Leicestershire County Council suggested rates.
- The Governing Body will charge for breakfast and after school club and pre-school fees.

Calculating Charges:

Any charges made in respect of individual pupils, will not exceed the actual cost of providing the activity and will be divided equally between the number of pupils participating. It does not cover any subsidy to cover the element of non-payment by other parents/carers. Any losses will need to be met out of official funds.

Remissions Policy:

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can legally be made may be offered at no charge or a reduced charge to parents/carers in particular circumstances. For example if you are in receipt of:

- Income Support
- Income-based Jobseekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by HM Revenue and Customs) does not exceed the sum given in the Revenue and Custom rules.
- Guaranteed State Pension

Parents in Financial Difficulty

Any parent that may be finding it difficult to pay for an activity is encouraged to speak to the headteacher.

Monitoring and Evaluation

The Budget, Buildings and Personnel Governors Committee will monitor the impact of this policy by receiving termly financial reports. Any information shared will remain confidential at all times.

This policy will be reviewed every three years.