

BISHOP WILSON CE PRIMARY SCHOOL **CHARGING AND REMISSIONS POLICY**



“We aim to rise above the ordinary, developing an education which can unlock potential and transform lives. We believe everyone in our school community deserves to be cared for unconditionally and valued equally as God’s unique creation.”

Introduction

Bishop Wilson CE Primary School believes that learning outside the classroom makes an invaluable contribution to the education of young people. All pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents’ financial means.

1. Aims of the Policy

- to establish that activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of their parents’ ability or willingness to help meet the cost
- to emphasise that there is no statutory requirement to charge for any form of education or related activity, but the school can exercise discretion
- to charge for optional activities provided wholly or mainly out of school hours
- to confirm the right of the school to invite voluntary contributions for the benefit of the school or in support of any activity organised by the school whether during or outside school hours

2. Implementation

In accordance with the above, the school’s policy is to charge for the following activities:

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 or group music tuition which is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. The company who provides these lessons makes a charge. We give parents information about additional music tuition on a regular basis.

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 do not make any charge for the education. However, we do make a charge to cover the costs of board and lodging and transport. Parents who receive state benefits are exempt from payment.

Extra-Curricular Sports Clubs

The school offers additional after school sport coaching. Qualified coaches, who are not a member of the school staff, run and organises these sessions. They make a small charge for these sessions.

Education outside school hours

If an activity is forming part of an examination course or part of National Curriculum requirements, no charge can be made. Activities wholly or mainly outside school hours are called 'optional extras'. An activity which takes place during school hours cannot by definition be deemed 'optional extras'. Participation in any optional extra activity will require parental permission and a willingness to meet such charges as are made.

All other types of visits made wholly or mainly in school hours must not be charged for but the cost can be recovered by voluntary contributions from parents. However, children must not be excluded from a visit because of their parents' unwillingness or inability to pay. The Governing Body reserves the right to make a charge or ask for voluntary contributions in the following circumstances for activities organised by the school:

A. Educational Visits in School Hours

i.e. non-residential visits taking place wholly or mainly during school time e.g. museum, zoo, theatre.

No charge can be made for such visits, however, in order to cover the costs, the school will ask for a voluntary contribution from parents. Children must not be excluded from a visit because of their parents' inability or unwillingness to pay. If many parents do not wish to contribute then the headteacher reserves the right to cancel the visit and return all the monies contributed. This applies also to activities taking place in school such as visiting theatre companies, artists. Parents who do struggle to afford the cost of educational visits must contact the school office or speak to the headteacher directly.

B. Activities Outside School Hours

i.e. non-residential visits or before/after school clubs taking place wholly or mainly outside school time, eg. evening theatre visits, concerts.

As these visits are generally organised on the basis of parental choice then they are deemed 'optional extras' and the school has the right to recover the full cost of the visit. A pre-requisite for the provision of an optional extra activity must be parental agreement. There is no obligation to remit charges to individual children.

C. Residential Visits Within School Time

i.e. residential visits taking place wholly or mainly within school time eg. Barnstondale, Plas Caerdeon.

The Governors must grant their permission for such visits. The costs will be recovered as follows: Charges will be made for the board and lodging and transport element of the visit. Children who are eligible for free school meals will not be asked to contribute, see remissions section below. If an appropriate use of money, pupil premium may be used to subsidise costs for children who are eligible for free school meals. No child will be prevented from attending a residential visit due to financial reasons but the headteacher reserves the right to cancel such a visit if contributions do not meet or nearly meet the cost. Parents who are unable to afford the full cost of residential visits must contact the school office or speak to the headteacher directly.

D. Residential Visits Outside School Time

i.e. Residential visits taking place wholly or mainly outside school time eg. Weekend camps.

The Governor's permission must be sought for such a visit. As parental agreement is pre-requisite for such an activity and it is an 'optional extra' then the school can recover the full cost of such an activity. There is no obligation to remit charges to individual pupils.

E. Swimming Lessons

The school organises swimming lessons for children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. 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. As we have no swimming pool on site we ask parents for a voluntary contribution towards the cost of transport.

Loss and Damage to School Property

Parents of a pupil who damages or loses any item of school property or equipment may be liable for the costs of repair or replacement.

Charging in Kind

The Governing Body may charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product.

General

The Governing Body may, from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

Remissions

In order to remove financial barriers from disadvantaged pupils, some activities and visits will be offered at no charge or a reduced charge for parents who are in receipt of the following benefits;

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance

- Support under Part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit, provided you are not entitled to Working Tax Credit and have an annual income that does not exceed £16,190.

These criteria usually relate to the family being eligible for free school meals (excluding universal free school meals for KS1 children).

In addition to assist all parents, we aim to provide as much advance notice as possible regarding school trips, especially residential visits. Payments can also be accepted in instalments on request.

Approved:

Signed:

Date: