



Wootton Community Primary School
Charging and Remissions Policy

Approved on: January 2018

To be reviewed: January 2021

Headteacher: *[Signature]*

Chair of Governors: *Mr Hartley*

Rationale

To ensure charges are applied in a consistent manner and reviewed on a regular basis.

Guidelines

No charge can be made for the admission of a pupil to the school or for education during school hours when the school is actually in session. The school cannot charge for activities which form part of the school curriculum whether they take part in school time or not.

The school can charge for:

1. Tuition in playing a musical instrument for an individual or group of not more than four pupils.
The price is based approximately from the last Service Level Agreement for the Isle of Wight Music Service - £30 per term. This is for approximately 8 lessons per term and 30 minutes per group.
2. Board and lodging on residential visits even if they are part of the National Curriculum. (subject to remission arrangements – see below)
3. Activities classed as optional extras, those which take place out of school hours and are not part of the curriculum.
4. Ingredients/ materials for practical subjects where parents indicate that they (or the child) wish to own the finished product.
5. Contributions towards damage or loss of equipment caused by pupils' behaviour.
6. Lettings – the hall hire charge is set at £10 an hour for community activities. The LA sets the Parish Council hire fee.
7. Private Photocopying– to be charged at 10p per A4 copy, 12p per A3.
8. Private Telephone – according to itemised bill.
9. Private laminating/acetate – 20p per sheet
10. Pupil Premium Grant may be used to support costs as appropriate

Philosophy

We recognise the valuable contribution that the wide range of additional activities including trips, clubs and residential experiences can make towards pupils' education. We aim to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities. We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra curricular) independent of their parents'/carers' financial means. This policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

Remissions Policy

There will be no charge for board and lodgings for pupils whose parents/guardians are receiving income support, income based job seeker's allowance, family credit or disability working allowance. Charges for other "chargeable activities" may also be fully or partially remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities. The Pupil Premium Grant may be used to support costs as appropriate.

NOTE – the school can invite voluntary contributions towards the cost of activities such as class trips, but it must be made clear that these are not compulsory and that no distinction will be drawn between those who pay and those who do not. The school reserves the right to cancel an outing, or make up the amount from school budget where there are insufficient contributions to make the activity viable.

Conclusion

This policy should ensure charges are applied in a consistent manner and reviewed on a regular basis.

Note

This guidance is to be read in conjunction with and with due regard to the School's Equal Opportunities, Safeguarding and Child Protection, Collective Worship, PREVENT Strategy HM Government, Keeping Children Safe in Education 2015 and Race Equality Policies.

We have carefully considered and analysed the impact of this policy on equality and the possible implications for pupils with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.