



Moordown St John's CE Primary School

Policy for Charging and Remissions

**"A Christian community where commitment to
educational excellence changes lives"**

Article 26 - Governments must provide extra money for the children of families in need

Date ratified by Chair of Effective Resourcing Working Group: 24 May 2018

Review Date: April 2019

A copy of this policy in an alternative format, such as large print or different language,
may be provided on request from the school office.

Moordown St John's CE Primary School

Charging and Remissions Policy



RATIONALE

As a Church of England Primary School, we seek to further the work of Christ by expecting, nurturing and demonstrating the Fruits of the Spirit (Galatians 5) in our day to day lives. The Fruits of the Spirit include Love, Joy, Peace, Goodness, Kindness, Patience, Gentleness, Faithfulness and Self-control.

At Moordown St. John's we also aim to honour and fulfil the United Nations Convention on the Rights of the Child.

'Rights' are things every child should have or be able to do. All children have the same rights. These rights are listed in the UN Convention on the Rights of the Child. Almost every country has agreed to these rights. All the rights are connected to each other, and all are equally important. Sometimes, we have to think about rights in terms of what is best for children in a situation, and what is critical to life and protection from harm. As children grow, they have more responsibility to make choices and exercise their rights.

This policy refers directly to the following article:

Article 26 – Governments must provide extra money for the children of families in need.

S U C C E S S

SUCCESS (Skills, Understanding, Creativity, Curiosity, Enjoyment, Spirituality, Security) is at the centre of our school's ethos and identity.

S – **Skills** that embed knowledge for a life full of learning and healthy relationships

U – **Understanding** how knowledge and concepts can be applied and built upon to achieve deep learning

C – **Creativity** to use skills and knowledge imaginatively to express oneself and solve problems

C – **Curiosity** to explore, investigate and understand the world

E – **Enjoyment** of life and of learning

S – **Spirituality** where faith is nourished, respected, challenged and lived

S – **Security** in themselves and who they are to reach their full potential

Introduction

The Board of Directors recognises the valuable contribution the wide range of additional activities (including clubs, trips and residential experiences) can make towards pupils' personal and social education. The Board of Directors aims to promote and provide such activities, both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

The policy is based on advice from the Department for Education (DfE) on charging for school activities and the Education Act 1996, Sections 449-462 of which set out the law on charging for school activities in England. Academies are required to comply with this Act through their funding agreement.

Definitions

Charge ~ a fee payable for specifically defined activities

Remission ~ the cancellation of a charge which would normally be payable.

Charges

The Board of Directors reserves the right to make charges for activities organised by the school in the following circumstances:

- * Board and lodging for a pupil on a residential school visit. Any charge made will not exceed the actual cost.
- * The full cost of activities, including the cost of relevant materials, books, instruments or equipment, deemed to be 'optional extras' (such as clubs and sporting fixtures) taking place wholly or mainly outside school hours which are not part of the National Curriculum or Religious Education. An amount may also be included in relation to the cost of non-teaching staff, buildings and accommodation, transport and teaching staff engaged purely to provide the 'optional extra'. Any charge made in respect of individual pupils must not exceed the actual cost of providing the optional extra activity, divided equally by the number of pupils participating. It must not therefore include an element of subsidy for any other pupils wishing to participate in the activity whose parents are unwilling or unable to pay the full charge. Participation in any 'optional extra' activity will be on the basis of parental choice and a willingness to meet the charges. Parental agreement is therefore a necessary pre-requisite for the provision of an optional extra where charges will be made.
- * The cost of instrumental/vocal tuition, provided either individually or to groups of any size, as long as the tuition is provided at the request of the pupil's parent/carer. Charges, which are determined by the Board of Directors, will not exceed the cost of the provision, including the cost of the staff who provide the tuition. In line with the Charges for Music Tuition (England) Regulations 2007, charges will not be made if the teaching is provided under the First Access to the Key Stage 2 Instrumental and Vocal Tuition Programme. Also no charge will be made in respect of a pupil who is looked after by a local authority (within the meaning of section 22(I) of the Children Act 1989).
- * Hiring or purchasing of musical instruments and music books if supplied by the school.
- * The fee recommended for entry for music examinations, unless the entry is required as part of the National Curriculum.
- * Charging in kind for any materials, ingredients, books, instruments or equipment where the parents/carers have indicated, in advance, that they wish to own the finished product.
- * Extended day services offered to pupils (eg breakfast/after school clubs).
- * Facilities that can be used by the local community for example out of hours/holiday childcare or swimming pool sessions.

Voluntary contributions

Nothing in legislation prevents the Board of Directors from inviting parents to make a voluntary contribution to fund activities during the school day, which would not otherwise be possible.

In making requests for contributions, the Directors wish to make it clear that:

- i. There is **no obligation** to contribute
- ii. Children **will not be treated differently** if parents/carers are unable or unwilling to make a contribution.

When making requests for voluntary contributions, parents must not be made to feel pressurised into paying as it is voluntary and not compulsory. However, where an activity is dependent upon voluntary contributions and insufficient voluntary contributions are raised to fund the activity, or the school cannot fund it from some other source, the Directors reserve the right to cancel the proposed activity. This would be regrettable.

The following are examples of when voluntary contributions may be requested,

Educational / Sports' Activities, Day Trips and Activities on Residential Trips

When organising school activities, trips or visits which enrich the curriculum and educational experience of the children, the school invites parents/carers to contribute to the cost of the activity, adult voluntary supervision and/or transport to the activity. All contributions are voluntary. If a parent/carer wishes his/her child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we allow the child to participate fully in the trip or activity.

School Equipment

Parents/carers may be invited to make a voluntary contribution towards school equipment.

Swimming Pool

The Directors seek everyone's support in ensuring that this unique facility is maintained.

School Development Fund

This fund is used to support new projects and improvements across the school.

School Welfare Fund

This fund is used to supplement certain educational events and activities,

Remissions

Eligibility for remission of charges is linked to entitlement to Free School Meals:

1. Income Support (IS)
2. Income Based Jobseekers Allowance
3. Income –related Employment and Support allowance
4. Support under part VI of the Immigration and Asylum Act 1999
5. Child Tax Credit where no Working Tax Credit is received and the family's annual income, as assessed by Her Majesty's Revenue and Customs, does not exceed £16,190 (correct as at 1 April 2018; figure reviewed annually)
6. Working Tax Credit 'run-on' ~ the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit.
7. Guaranteed Element of Pension Credit
8. Universal Credit where the household income is less than £7,400 a year (after tax and not including any benefits)

For families in receipt of one or more of the above support payments, the Board of Directors will remit in full the cost of board and lodging for any residential activity that is organised for the pupil provided the activity is deemed to take place within school hours or forms part of the

syllabus of a prescribed public examination or the National Curriculum or other activity.

Such claims for remission are to be submitted in writing to the Headteacher supported by appropriate evidence of the relative support payment.

In other circumstances there may be cases of family hardship which make it difficult for a child to take part in particular activities. Again parents/carers are invited to talk this over, in confidence, with the Headteacher.

School clothing grant

A school clothing grant is available for those children who meet the eligibility criteria shown under the previous section, 'Remissions'. Please see our separate Necessitous Clothing Policy/Application form which can be downloaded from the school website or requested from the School Office.

Policy Review

This policy has been carefully considered and ratified by the Effective Resourcing Working Group, on behalf of the Board of Directors, at its meeting on 24 May 2018.

It is a requirement that this policy is reviewed annually; this policy will therefore be reviewed in April 2019.

Signed: *Nathan Thomas*
Chair, Effective Resourcing Working Group

Date: 24 May 2018