



‘Opening the Gate to Success’

Charging & Remissions Policy

1) Introduction

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

2) Voluntary contributions

2.1 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. 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 any contribution. We do not treat these children differently from any others.

2.2 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.

2.3 A partial contribution is preferable to no contribution whatsoever. Staff will inform parents of this.

2.4 Members of staff may approach parents or send reminders via the children to ensure the maximum amount of contributions are collected.

2.5 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;
- musical events.

3 Residential visits

3.1 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, additional travel expenses and any evening or extra curriculum activities while on the visit. Parents who receive state benefits are offered a reduced charge.

4 Curriculum Materials

In some cases, a charge may be made to cover the cost of materials used e.g. bulbs and batteries when making lighthouses in Design & Technology

5 Sporting Activities

The school offers the following after school activities, some of which have a charge. The level of charge is set by the organisation providing the activity.

6 Music Tuition

The Performing Arts Service provides guitar lessons. Parents are asked to contribute towards the cost.

This is reviewed in line with the Performing Arts charges.

7 Minibus travel.

Should children be transported in a minibus to an extra-curricular activity we would make a charge. However, these charges would only cover the expenses of the trip, and not to make a profit.

Remissions

Provision is made within the budget to offer remissions for the cost of board and lodgings for residential trips.

In cases of real hardship a full remission may be given. This would be at the discretion of the headteacher after consultation with staff.

The remaining level of remissions would be used to reduce the cost of the trip to parents/carers/guardian in receipt of any of the following:

- Income Support
- Jobseekers Allowance (income based)
- Employment and Support Allowance (income based)
- Guarantee Credit (the Guarantee element of State Pension Credit)
- Universal Credit (UC)
- Until 1 April 2018, all UC claims were eligible for free school meals, however,
- From 1 April 2018, UC claims will only be eligible for free school meals if the total net **earned** income is under £7,400 per year OR if the child was eligible for a free school meal on 01/04/18
- Where the child was eligible for a free school meal on 01 April 2018, they will remain entitled to a free school meal regardless of any change in parental income until they finish the phase of education they are in (primary or secondary) as at 31 March 2022

- Any child who becomes eligible for a free school meal between 01 April 2018 and 31 March 2022 will remain entitled to a free school meal regardless of any change in parental income until they finish the phase of education they are in (primary or secondary) as at 31 March 2022
- Support under part V1 of the Immigration and Asylum Act 1999
- Child Tax Credit, **provided they are not entitled to Working Tax Credit** and have a **total** annual income (as assessed by HM Revenue & Customs) that does not exceed £16,190

The level of the remission would depend on the number of parents claiming.

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