



# Brampton Village Primary School

## Charging and Remissions Policy

Date Agreed	November 2016
Date of Review	December 2017

## **Brampton Village Primary School Charging and Remissions Policy**

The Governing Body of Brampton Village Primary School has drawn up the following policy statement with full reference to guidance from the DfE and the local authority and the Education Reform Act 1988.

The Education Reform Act (1988) introduced new provisions on charging for school activities. The purposes of these provisions are:

- to maintain the right to a free school education
- to ensure that activities offered as part of the National Curriculum and wholly within normal school time should be available to all pupils, regardless of their parents' ability or willingness to help meet the cost
- to give educational authorities and schools the discretion to charge for optional activities provided wholly or mainly out of school hours
- to confirm that schools may invite voluntary contributions for the benefit of the school or in support of any activity organized by the school, either in or outside school hours.

The Governing Body believes that activities such as educational visits (or visitors) are an extension to, and an enrichment of, the curriculum. The school will therefore ask for voluntary contributions from parents to support these activities. The policy is reviewed annually.

### **Introduction**

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. Charges will be made for items deemed to be optional extras in the Education Reform Act; at Brampton optional extras will include individual music tuition.

### **School trips & visits**

When organizing trips or visits which enrich the curriculum and educational experience of the children, the school will ask parents to contribute to the cost of the trip. All contributions are voluntary, and are based on the total cost of the visit divided by the number of eligible participants. If the school does not receive sufficient voluntary contributions – amounting to 90% - the trip will be deemed non-viable and may be cancelled.

A trip may include children whose parents are unable or unwilling to pay the full contribution. No child will be excluded from an activity if this is the case, and we will not treat those children differently

from any others. Once a trip has been paid for, there will be no reimbursement for absentees on the day.

### **Residential visits**

The school currently organizes residential activity trips for Children in Years 4 and 6. These trips are not directly related to the National Curriculum, and the participation of pupils is optional. Legislation allows the school to charge for the board and lodging element of any school trip, even if it takes place mostly during school hours. An initial deposit is requested for residential trips with the remaining cost paid in installments. The initial deposit is non-refundable should a child subsequently not participate in a trip.

### **Music tuition**

All children study music as part of the normal school curriculum, for which no charge is made.

Private music tuition is available during school hours at parent request, provided by either Cambridgeshire Music or self-employed specialist music teachers. Parents are responsible for booking and paying for lessons directly with the provider, and adhering to credit terms and notice periods as notified. The school's involvement is limited to the provision of a venue for tuition to take place and making arrangements for pupils who qualify for remission of fees.

### **Clubs**

No charge is made to parents of children attending before or after-school or lunchtime clubs run by teaching staff. However, for activities run by other school staff charges will be made such that the costs of running the club are covered by the participants. Where a club is run by an external provider, the provider will set their own charges, which will be payable directly to them.

### **Materials**

The school may charge for ingredients and materials where parents have indicated in advance a wish to own the finished product, for example cooking. A letter will be sent to parents giving details and requesting money in advance.

### **Swimming**

The school organizes swimming lessons for children in Year 3. These take place in school time and are part of the National Curriculum. We make no charge for the swimming lessons but request a contribution towards the cost of the coach to and from the swimming pool. We inform parents when these lessons are to take place, and ask for their written permission for their child to participate.

### **Breakages**

Parents will be asked to meet in full, or part, the cost of repairs and/or replacing equipment or the fabric of the school (e.g. a broken window) where the Headteacher deems the damage to be the result of a pupil's misbehaviour. If the amount involved is more than £100 the Headteacher will consult with the Chair of Governors.

### **Lettings of school premises**

Charges are made for the hire of school premises, details of which are set out in the school's lettings policy.

### **Remissions**

Where parents/carers are in receipt of one of the benefits listed below (and this eligibility has been confirmed by the Education Welfare team), application may be made for remission of charges in relation to private music tuition, educational visits, clubs (one paying club per term) and residential trips. This is also the case for children whose parents/carers have been in receipt of one of the qualifying benefits during the previous six years in which the child has been in school.

A child designated as a "looked after child" will have the same rights to remission of charges as children who are eligible for statutory free school meals.

### **Qualifying benefits**

The GOV.UK website explains that a child may be eligible for free school meals (FSM) if his/her parents are in receipt of any of the following benefits:

- Income Support
- Income-based Jobseekers Allowance (JSA)
- Income-related Employment and Support Allowance (ESA)
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit, provided the parents are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190
- Working Tax Credit run-on, which is paid for four weeks after you stop qualifying for Working Tax credit

- Universal Credit