



IVY CHIMNEYS PRIMARY SCHOOL

CHARGING AND REMISSIONS POLICY

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CHARGING & REMISSIONS POLICY

Purpose

To ensure that, during the school day, all children have full and free access to a broad and balanced curriculum. The school day is defined as

8.55 am – 3.10 pm (EYFS)

8.55 am – 3.15 pm (KS1)

8.55 am – 3.20 pm (KS2)

This policy complements the school's Equalities Policy and Teaching & Learning Policy.

The Policy

During the school day

All activities that are a necessary part of the National Curriculum, plus religious education, will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charge made for teaching an individual pupil or groups to play a musical instrument, learn French/Spanish and external sports coaching, where the tuition is at the request of the pupil's parent. Unless the teaching is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupils(s), we will make a charge.

Voluntary contributions will be sought for activities during the school day which entail additional costs, for example a visit by a theatre group or an educational visit.

In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. However, if there are insufficient voluntary contributions for an activity the school may decide not to run an educational visit(s). Any voluntary contribution requested in respect of individual pupils will not exceed the actual cost of providing the activities, divided by the number of pupils participating. Therefore there will be no element of subsidy for pupils whose parents are unwilling or unable to pay.

Optional activities outside the school day

We will charge for optional, extra activities provided outside of the school day, including any transport; for example an evening theatre trip, breakfast and after school club. Such activities are not part of the National curriculum or religious education.

In calculating the cost of optional extra activities an amount may be included in relation to:

- Any materials, books, instruments or equipment provided in connection with the optional extra;

- The cost of buildings and accommodation;
- Non-teaching staff;

Any charge made in respect of individual pupils will not exceed the actual cost of providing the optional extra activity, divided by the number of pupils participating. Therefore there will be no element of subsidy for pupils whose parents are unwilling or unable to pay.

Education partly during the school day

If a non-residential activity, that is not part of the National Curriculum or religious education, happens partly inside the school day and partly outside of it there will be no charge if most of the time to be spent on the activity falls within the school day (voluntary contributions may be asked for). Conversely, if the bigger proportion of the time spent falls outside of the normal school day, charges will be made. When such activities are arranged parents will be told how the charges were calculated.

Residential Visits

Charges will be made for board and lodging.

The school will not charge for:

- Education provided on any visit which takes place during school hours;
- Education provided on any visit outside school hours if it is part of the National Curriculum or religious education;
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential visit.

Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't.

Parents who would qualify for support are those in receipt of Income Support, Universal Credit in prescribed circumstances, support under part VI of the Immigration and Asylum Act 1999, Child Tax Credit (provided that Working Tax Credit is not also received and the family's income does not exceed £16,190), the guarantee element of State Pension Credit, or an income-based Jobseeker's Allowance.

The principles of best value will be applied when planning activities which incur costs of the school and/or charges to parents.

Arrangements for Monitoring and Evaluation

The Head Teacher will be responsible for ensuring that the policy is applied.

The Personnel & Finance Committee of the governing body will monitor the impact of this policy.