



**Fladbury**  
Church of England First School

# Charging and Remissions Policy

<b>Governor Committee Responsible:</b>	<b>Finance &amp; Premises</b>
<b>Status:</b>	<b>Statutory / Non-statutory</b>
<b>Review Cycle:</b>	<b>Annually</b>
<b>Staff Lead:</b>	<b>J Wilson (Headteacher)</b>
<b>Date of Approval:</b>	<b>March 2024</b>
<b>Review date:</b>	<b>March 2025</b>

## **OUR VISION**

*John 10:10, "I came that you may have life and have it to the full."*

Every child at Fladbury will know they are loved by God, have a happy heart and be part of a flourishing, well-led school. When they leave Fladbury, they will be well-prepared to meet challenges, confident in their abilities and look forward to their bright future with an open mind.

### **Introduction**

Fladbury C.E. First School offers a range of activities, additional to the normal curriculum, which the governing body believes to be supportive of the curriculum and enriching in terms of pupils' personal and social education. The governing body believes that access to these activities lies at the heart of our Christian values.

The policy of the governing body is to pass charges on to parents for all activities where this is legally permissible, subject to the remissions policy. The governing body has determined this policy in order to ensure that the funds at its disposal will be used to support the essential elements of the curriculum equitably for all pupils.

The purpose of the policy is to ensure that there is clarity over those items which the school will provide free of charge and for those items where there may be a charge.

### **Definition**

The school day is defined as: 8.55 - midday and 1 - 3.25pm for all children. The midday break does not form part of the school day.

### **Responsibilities**

The Headteacher will ensure that staff are familiar with and correctly apply the policy. The Governors will review the policy annually.

### **Policy statement**

It is the aim of our school that all educational visits offered should enhance the curriculum, enriching the children's knowledge and understanding. 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 charges made for teaching an individual pupil, or groups of any appropriate size, to play a musical instrument or to sing.

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

*Happy Hearts, Open Minds, Bright Futures*

## **Swimming**

During the year the school organises swimming lessons for children from Reception to Year 4. These lessons take place in school time and are part of the National Curriculum. No charge is made for this activity. A voluntary contribution towards the cost of transport is requested. Parents are informed when these lessons are to take place, and are asked to give written permission for their child to take part in swimming lessons.

## **Optional activities outside of the school day**

We will charge for optional, extra activities provided outside of the school day, for example football club, theatre visits. These activities are those which are not:

- part of the National Curriculum;
- part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school; or
- part of religious education

## **Residential Visits**

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, no charge is made for the education. However, a charge to cover the cost of board, lodging and travel expenses will be made. The charge will cover the costs of the above and will not include a subsidy for other pupils or the cost of supply cover for teachers who accompany pupils on the visit. When planning a residential visit the school will inform parents that if they are in receipt of the following benefits they will be exempt from paying the cost of board and lodging:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided parents are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Universal Credit – (Household earnings must be less than £7,400 a year after tax)

## **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 or won't. Support for cases of hardship will come through voluntary donations.

Any parent known to have financial difficulties may be invited to discuss the matter with the Headteacher so that an appropriate solution based on individual circumstances can be made.

Any subsidy provided by the School will be met from the Pupil Premium budget or P.E. budget.

Contributions for entrance fees are refundable if any child is absent on the day of the visit, however, coach fares cannot be refunded.

### **Voluntary Contributions**

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 insufficient funds are available it may be necessary to curtail or cancel activities. The school will make this clear to parents when arranging the activity. If the trip does go ahead, it may include children whose parents have not paid any contribution. These children will be treated in exactly the same way as any others on the trip.

### **BREAKAGES AND DAMAGE TO SCHOOL PROPERTY**

The School Governing Body reserves the right to seek reparation from parents where their children cause breakages or damage to school property, knowingly and willingly.

### **CHARGING AND REMISSION POLICY – Prospectus Entry**

Where activities form part of the normal school curriculum parents are under no obligation to make any payment. However voluntary contributions are invited to support a number of activities which enrich school life, for example, educational visits as part of their work in school, visiting theatre groups and musicians etc. Please refer to the full Charging and Remission Policy.