

CHARGING AND REMISSIONS

The Governing Body of Boltons C of E School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education. The Governing Body 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.

Purpose

The purpose of the policy is 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: Morning session 8.30am - 12.00pm
Afternoon session 1.00pm - 3.00pm

What was consulted?

The policy has been informed by the Cumbria Children's Services Directorate advice issued in July 2007 and the LSS Music Service advice on charging for musical tuition.

Relationship to other school policies

The policy complements the school's equal opportunities policy, inclusion policy, curriculum policy and teaching and learning policy and off-site visits policy.

Roles and Responsibility of the headteacher, other staff, governors

The **headteacher** will ensure that the following applies:

During the school day

All the activities that relate to 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 pupils for instrumental/vocal tuition. Group sizes are determined by musical and educational grounds.* Unless the music teaching or activity is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), we will make a charge. *As a result of new regulations, children in care will be entitled to free tuition if they wish to have specialist vocal or instrumental tuition during school hours*

Voluntary contributions may be sought for activities during the school day, which entail additional costs, for example school trips.

In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution.

From time to time we may invite a non-school based organisation to arrange an activity during the school day. Such organisations may wish to charge parents, who may, if they wish, ask the headteacher to agree to their child being absent for that period.

CHARGING AND REMISSIONS

School milk is free until a child is 5 years old, then it can be bought from school. Currently the price is 22p per day. If a child is eligible for free school meals no charge would be made for milk.

Damage to Property

The Governing Body reserves the right to ask parents to contribute to the cost of repairs or of replacing defaced, damaged or lost property where this is a result of a pupil's inappropriate behaviour.

Optional activities outside of the school day

We will charge for optional, extra activities provided outside of the school day, for example Football Coaching, school run clubs. Such activities are not part of the National Curriculum or religious education, nor are they part of an examination syllabus.

Education partly during the school day

If a non-residential activity 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. Conversely, if the bigger proportion of 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.

Residentials

Charging will be made for board and lodging, except for pupils whose parents are in receipt of Income Support, Income based Jobseeker's Allowance, Support under part VI of the Immigration and Asylum Act 1999, Child Tax Credit (with provisions) Guarantee element of State Pension Credit and pupils in receipt of Pupil Premium funding.

Other charges will be made to cover costs when the number of school sessions missed by the pupils totals half or more of the number of half-days taken up by the activity. In such cases parents will be told how the charges were calculated.

In order to make up any shortfall in overall charges by the residential provider eg tuition, parents will be asked to make a voluntary contribution. No child will be denied the opportunity of attending a residential if the parents do not wish to or cannot contribute voluntarily, however it is possible that unless sufficient voluntary contributions are received to cover the cost, the experience will not go ahead.

School Meals

All pupils up to the age of 7 are eligible for free school meals and have the option of taking this up.

Parents of pupils over age 7 may choose to purchase a school meal; the cost of this in September 2016 is £2.50 per day.

General

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a Voluntary Contribution towards the cost of additional activities which take place in school time. Parents may be advised

CHARGING AND REMISSIONS

that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

Remissions

Where the parents of a pupil are in receipt of income support or family credit, **or if school receives pupil premium funding**, the Governing Body will offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Head teacher in consultation with the Chairman of the Governors.

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. Support for cases of hardship will come through voluntary contributions and fundraising.

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

Arrangements for monitoring and evaluation

The **governing body** will monitor the impact of this policy by receiving **a regular report** on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies.

Date established by the governing body: 29/09/03

This policy replaces the Governors statement on Charging.

Date for full implementation: 30/09/03

Date for review: Reviewed Annually

Minor changes made: 4/02/09

Minor changes: Sept 2011

No changes – September 2012

No Changes – September 2013

Minor change- September 2014

Minor Change – September 2015

Minor Changes – September 2016

Status: Statutory