



Long Sutton Primary School Charging and Remission Policy

Introduction

The Governors of Long Sutton Primary School recognise that education provided during school hours should be free of charge.

Policy

No charges will be levied for activities provided to:

- fulfil any requirements specified in the syllabus for a prescribed public examination;
- specifically fulfil statutory duties relating to the National Curriculum;
- specifically fulfil statutory duties relating to Religious Education.

Items for which pupils may be charged include:

- individual musical instrument tuition which is arranged and paid for directly between parents and music teachers: Eddie Seales, Stefan Judd and Dave Jackson. Hourly cost of lessons range from £20 to £30 depending upon the instrument. Lessons may be shared between pupils in order to reduce costs with the exception of drum lessons which are only offered individually.
- hire of school's own musical instruments for individual tuition at a cost of £1 per instrument per week.
- equipment, tuition fees or transport connected with out-of-school activities;
- board and lodgings for residential trips;
- education that is provided outside of school time that is not part of the National Curriculum or religious education.
- rescrutiny of an examination result at the parent's request.

Charging Parents for breakages and fines:

- parents may be asked to pay a voluntary contribution towards the cost of replacing a broken window or a defaced, damaged or lost book etc. where this is the result of a pupil's behaviour.

School Meals

Children whose families qualify for statutory free school meals will not pay for school meals while they remain entitled to receive them. All children in Reception, Year 1 and Year 2 will be entitled to a Universal Infant Free School Meal daily and will not pay for meals. Children in Years 3, 4, 5 and 6 who do not qualify for statutory free school meals can purchase meals at a cost of £2.30 daily.

Voluntary Contributions by Parents

Parents may be invited to make voluntary contributions towards the cost of an activity for which a charge may be made, but such requests will make it clear that there is no obligation to contribute. Pupils will not be treated differently according to whether or not their parents have agreed to make a voluntary contribution.

If a trip is planned mainly within school hours, i.e. 50% or more of the trip, including transport time, parents may be invited to contribute, but no pupil will be excluded from the trip because their parents have not contributed. Where insufficient voluntary contributions are raised to fund a visit, then it must be cancelled. Where parents are unwilling or unable to pay for the visit, then their child will still be given an equal chance to participate providing the visit is financially viable. The Head Teacher will review the visit and make any necessary decisions.

Charges made to parents will not exceed the actual cost of the activity in order, for example, to raise additional funds to cover any short fall caused by parents opting not to contribute, although there is nothing to prevent other parents making a voluntary contribution over and above that cost.

If a pupil/parent has confirmed and made a voluntary contribution for a visit and they do not attend, then refunds can only be sanctioned if the school does not receive a charge for those cancelled places. Charges that the school may be liable for include admission, travel and meals.

Swimming

This is a National Curriculum activity for which the school pays tuition and admission costs. However, pupils have the opportunity to undertake more than the curriculum requirements. For this reason, a voluntary contribution of £2 per session towards transport is requested to support this essential activity.

Other Activities

Activities are funded by school where possible. School subsidises all visits/activities to some extent to ensure that all pupils can access them. In-school activities which support the curriculum are paid for by the school. Voluntary contributions are requested where these activities fall outside normal school hours and the curriculum.

Remission Policy

Section 457 of the Education Act 1996 states where a parent is in receipt of prescribed benefits or allowances, their child is entitled to free board and lodging on a residential trip.

The prescribed benefits are:

- Universal Credit in prescribed circumstances;*
- Income Support;
- Income-based Jobseeker's Allowance;
- Support under Part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit, provided the parent is not entitled to Working Tax Credit and their annual income does not exceed £16,190;
- Guaranteed Element of State Pension Credit;
- Income-related Employment and Support Allowance;

* The government plans to prescribe the circumstances when Universal Credit is fully rolled out.

As a statutory minimum, the school will provide complete remission of board and lodging charges to pupils whose parents receive the prescribed benefits above if the activity is deemed to take place during school hours, or out of school hours, but is covered by the criteria set out in paragraph 19 of DfES Circular 2/89 i.e. no charge for any activity provided to:

- Fulfil any requirements specified in the syllabus for a prescribed public examination;
- Specifically fulfil statutory duties relating to the National Curriculum;
- Specifically fulfil statutory duties relating to Religious Education.

Remission for Ever 6 Pupils

Educational visits which take place mainly in school hours will be subsidised from Pupil Premium Grant at a rate of 75% of the per pupil cost of the visit for Ever 6 pupils. Qualifying pupils will therefore be asked to make a voluntary contribution of no more than 25% of the per pupil cost.

Headteacher
Date

Chair of Finance
Date

Ratified by Governors: 7th November 2018

Review Date: 7th November 2019