Belton C of E Primary School



Achieving the best together

Charging and Remissions Policy

September 2019
Review date September 2022

Charging and Remissions Policy

1. Admissions

There is no charge for admissions.

2. School meals

There is no charge for children who are entitled to free school meals. Pupils who are not entitled to free school meals will be charged a set amount per meal (currently £2.25). School meals are free for all foundation, year 1 and year 2 children from September 2014.

3. Activities that take place during school hours

There is no charge for activities during school hours.
There is no charge for transport during school hours to school-organised activities.
Swimming is an exception to this and the school will charge to cover transport costs

4. Activities that take place outside of school hours (non-residential)

There is no charge for activities that take place outside of school hours when they are:-

- Part of the school's set curriculum, including sports games against other schools
- After school clubs provided by school staff

There may be a charge for transport

The Head teacher will decide when it is necessary to charge for optional activities. Any charge made in respect of individual pupils will not exceed the actual cost of providing the activity, divided equally by the number of pupils participating.

When calculating the cost an amount may be included in relation to:

- Any materials, books, instruments, or equipment provided in connection with the optional extra
- Additional support staff required to support the club

- Teaching staff engaged under contracts for services purely to provide the club

Participation in any optional extra activity will be on the basis of parental choice and willingness to pay the charges. The school will need to have the agreement of parents. Where charges will be made Pupil Premium children will not be asked to pay for any school activity.

5. Residential activities

Our school will not charge for:

- Education provided on any visit that takes place outside school hours if it is part of the National Curriculum.
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential visit.
- Residential activities that take place during school hours.

Our school will ask for a voluntary contribution charge for the cost of entry and commercial coach transport.

Our school will also ask for a contribution for:

Residential Trips

When any visit has been organised by the school where there may be a cost for board and lodging, parents will be informed of this before the visit takes place. *We will charge anything up to the full cost of board and lodging on the residential visits, whether it is classified as taking place during school hours or not.* The charge will not exceed the actual cost. **Children who are in receipt of pupil premium will not be charged the full amount. Where the school feels that a residential visit is in the best interests of the child or family then this will be at either a reduced or no cost.**

Travel

Travel charges may apply when the residential activity takes place outside of school hours. The amount charged will be calculated to cover the unit cost per pupil. These charges may not apply to those pupils entitled to remissions, but no other pupils will be charged extra to cover those costs.

6. Extended services

Belton C of E Primary School is dedicated to providing a well-rounded and extensive education for our pupils which includes a wide range of extra-curricular activities (extended services). These are provided without charge. Extended services enable our school to provide:

- High quality learning opportunities either side of the school day
- Ways of intervening early when children are at risk of poor outcomes
- Ways of increasing pupil engagement
- Ways of improving outcomes and narrowing gaps in outcomes between different groups of pupils.

7. Damage to property and breakages

Where school property has been wilfully damaged by a student *or parent* the school may charge those responsible for some or all of the cost of repair or replacement.

Where property belonging to a third party has been damaged by a pupil, and the school has been charged, the school may charge some or all of the cost to those responsible.

Whether or not these charges will be made will be decided by the Head teacher and dependent on the situation.

Where a member of the school staff has broken or misplaced property that they look after for a child OR had removed from a child, then the school will replace the article. Otherwise the school will not be responsible for any loss or breakages outside of the conditions of the above paragraph.

8. Remissions and Concessions

The school will give consideration to the remission of charges to parents who receive the following support payments:

- Income Support
- Income based Job-Seekers Allowance
- Child Tax Credit
- Support under part VI of the Immigration and Asylum Act 1999
- Guaranteed Element of State Pension Credit

Children of families who receive these payments are also entitled to free school meals. Parents who are eligible for the remission of charges will be dealt with confidentially.
The Head Teacher will authorise the remission of charges.

The School may choose to subsidise part or all of the payment of some charges for certain activities and pupils, and this will be determined by the Head Teacher.

9. Voluntary Contributions

The school, governing body, or Local Authority will not ask Belton's parents for voluntary contributions to the school general funds. Contributions will be given as part of activities organised by the PTA (FOBS) (eg. summer fete, school discos).

If the activity is cancelled by the school all monies will be returned to parents.

There is no obligation for a parent or carer to make any contributions and the school will never pressure parents to make a contribution.

Inability or unwillingness to pay

Belton C of E Primary School is committed to ensuring fair access and treatment of all students, and this means ensuring that no child is excluded from an activity because the parents or carers of the child are unwilling or unable to pay. The identity of child or parents who did not want to make the payment, or could not make the payment, will not be disclosed under any circumstances. If insufficient contributions (minimum 75%) are made however, then the activity would not be able to run.

Signed by:

…… Date ……
Chair of Governors

…… Date ……
Head teacher