

## **CHARGING AND REMISSIONS POLICY**

This policy is written in accordance with the Education Act 1996 and the Education (School Sessions and Charges and Remission Policies) Regulations 1999.

1.

### **Voluntary Contributions**

The School may ask parents for a voluntary contribution towards the cost of any activity which takes place during school hours, including non-residential visits, school equipment or school funds generally.

However, the contribution must be genuinely voluntary, and the pupils of parents who are unable or unwilling to contribute will not be discriminated against.

Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled.

2.

### **Residential Trips**

The School will charge for the cost of board and lodging during residential school trips. This cost will not exceed the actual cost of the provision.

Where the trip takes place wholly, or mainly, during school hours, children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges:

Income Support, Income-based Jobseeker's Allowance or Income Related Employment Support Allowance

Child Tax Credit, without any Working Tax Credit, and an annual household income below £16,190 (as assessed by HMRC)

Guarantee element of State Pension Credit

Support under part VI of the Immigration and Asylum Act 1999

A similar entitlement applies where the trip takes place outside of school hours but it is necessary as part of the national curriculum, forms part of the syllabus for a prescribed examination that the school is preparing the pupil to sit, or the syllabus for religious education.

Parents will be asked for a voluntary contribution for travel, insurance and entrance fees.

3.

**Damaged Property**

The School will ask parents to pay for the cost of replacing damaged property e.g. lost or damaged library or reading books.

4.

**Peripatetic Tuition**

A charge will be made for peripatetic instrumental music tuition and other activities led by outside instructors / coaches where costs are incurred by the school.

*If any parent should find payment difficult for any activity, please see the Teacher organising the activity, or the Headteacher in confidence. The Governors regularly review this policy.*