

St John's Church of England Primary School

Charging and Remissions Policy



*Let no debt remain outstanding, except the continuing debt to love one another, for whoever loves others has fulfilled the law.
Romans 13.8*

Date agreed and ratified by Governing Body: November 2021

Date of next review: November 2022

This policy will be reviewed at least annually and/or following any updates to national and local guidance and procedures.

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1. Introduction

This Policy is written in conjunction with the DFE guidance “Charging for school activities”, and has been informed by A Guide to the Law for School Governors.

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: 8.30 am – 3.00 pm.

2. Charging for education in maintained schools

Charging for educational activities in schools is covered by the Education Reform Act 1988. The objectives behind the provisions are to maintain the right to free school education, to clarify the law and to maintain valuable optional provision.

The Governing Body cannot charge parents and pupils for any activity unless it has drawn up a charging policy. Moreover, when made, charges per pupil cannot exceed the actual costs incurred, which mean that pupils who can pay should not be charged extra to cover the costs of those who cannot afford to.

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 individual pupils or groups of up to four pupils to play a musical instrument. Voluntary contributions may be sought for activities during the school day which entail additional costs, although these will be kept to a minimum and wherever possible be budgeted for from the main school budget.

In these circumstances no pupil will be prevented from participating because his/her parents/carers cannot or will not make a contribution. Children of parents who do not make a contribution will not be treated any differently. If a particular activity cannot take place without some help from parents, this will be explained at the planning stage. An activity may be cancelled if not enough voluntary contributions are collected.

3. Voluntary contributions

If the school wishes to run an activity during the school day for which it would need contributions from parents or others, it can invite voluntary contributions. However, no child should be excluded from such activity because his or her parents cannot or will not contribute.

4. Extended school fees

The school can charge for optional, extra activities provided mainly or wholly outside school hours as long as such activities are not an essential part of the National Curriculum or religious education. Activities which are an essential part of the syllabus for an approved examination must be provided free.

Extended school fees for After School Club will be reviewed annually and parents will be informed of any changes one term in advance. Should an increase be necessary this will be in keeping with inflation and the rise of costs including staffing, utilities, food, waste disposal, consumable resources, equipment etc. Our extended school provision, as childcare, cannot be subsidised by our delegated budget, which is for the education of all pupils.

5. Residential visits

Charges will be made for board and lodging, except for pupils whose parents are in receipt of:

- 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 they are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on

Voluntary contributions will be asked for to cover the cost of the coach travel and other activities during the trip.