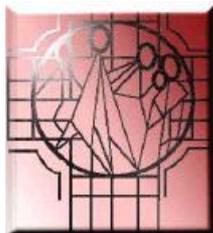




All Saints' C.E. (A) First School, Leek

Charging and Remission Policy



Charging Policy

The Governing Body is required to have a policy regarding charging for school activities. This policy does not extend to the All Saints' Kids Club which is governed independently by a Voluntary Management Committee.

The Governing Body believes in the principle of free school education and therefore undertakes to make no charges for any activity which is not defined by the Educational Reform Act (1988) as an optional extra. All pupils are eligible to participate in activities organised by the school which are undertaken wholly in school time irrespective of their economic and financial circumstances. Any charges made by the school will not exceed the cost of provision.

We do not charge for most of our school-time activities. However, we make appropriate charges or request a voluntary contribution from parents/carers, which, we believe, enables the provision of a wide range of enriching activities. If a particular activity cannot take place without some help from parents/carers, this is explained to parents/carers. Crucially, no pupil will be left out of an activity because their parents/carers are unable to make a contribution.

There is no limit on the level of voluntary contribution, which parents/carers can make to school activities nor is any restriction placed upon the use of such contribution. Parents/carers could be asked for a voluntary contribution towards part of the cost whilst the shortfall could be met from the proceeds of other fundraising. Parents/carers who have contributed voluntarily may be given a refund if their child is unable to take part in the trip through illness.

Principles

- We make no charge for National Curriculum or Statutory Religious Education and related activities in school time.
- We may ask for a voluntary contribution for activities wholly or partly in school time which otherwise would be prohibited by cost.
- We may charge where it enables an increase or enriches non-statutory extra-curricular provision at any time.
- There is no obligation to contribute.
- No child will be excluded from any such activity on the basis on non-contribution.
- We may provide support towards part or all of the cost of an activity where there are financial difficulties and the parent/carer has met with the Headteacher to discuss payment.



- voluntary contributions will be set at a level which meets the cost of the activity and neither generate excess funds nor subsidise remitted charges (i.e. reflect cost per eligible pupil)
- information will be provided to parents & carers detailing activity costs;
- any shortfall in contribution will be met by the school budget,
- activities may be cancelled as a consequence of insufficient contributions; if so, all contributions received will be reimbursed in full.

Contributions are voluntary. Pupils of parents/carers who are unable to contribute will not be discriminated against. However, where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then the activity will be cancelled.

Exceptions

We make the following exceptions to the rules concerning not charging for activities in school hours:

- Voluntary contributions will be requested for swimming lessons, to support school in the cost of transport.
- Charges will be made for individual musical instrument tuition.

Specific charges will be made for activities outside of school hours. These could include:

- residential visits requiring pupils to spend one night or more away from their usual overnight accommodation;
- extra-curricular activities where there is a direct charge to the school from a third party provider;
- extra-curricular activities which are not covered by other funding e.g. sport premium funding;
- lost or damaged property.

Remission Policy

This policy details the circumstances in which the school may waive charges made under the Charging Policy.

The remission of charges is at the discretion of the Headteacher.

If a pupil is entitled to free school meals, the Headteacher may waive a charge wholly or in part in discussion with parents. Other cases of hardship where parents are not in receipt of any of the above support may be considered to remit charges wholly or in part.

Any remitted charge will be met by the school budget as appropriate to the activity.