



Charging and Remissions Policy

March 2022

Review Date: March 2024

Chair of Governors signature:

Charging and Remissions Policy

Vision and ethos

High Academic Standards, Sporting Opportunities, Christian Values, Musical Excellence, Caring Relationships.

“May the God of hope fill you with all joy and peace in believing, so that by the power of the Holy Spirit you may abound in hope.” Romans 15 v13

With God, growing the best places to learn together.

Our Vision:

Woodborough Wood’s Foundation Church of England (Aided) Primary School will ensure everyone achieves their best by:

- knowing and valuing each person’s personal strengths and gifts
- providing all our children with a creative, educational experience of the highest quality within our hope and trust in Christian faith, values and beliefs.

We serve the children, parents, carers and community as a committed, harmonious, caring team, providing an exciting, challenging, broad and balanced curriculum. We nurture each child so they leave our school with a wonder of the world, their understanding deepened and their minds enriched, so that they love learning and embrace the challenges of the future.

Our Christian Values

Wisdom; Hope; Community; The environment

General Principles

The School Governing Body is committed to the general principle of free education.

The Governing Body recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of pupils’ education. The Governing Body would accordingly wish to promote and provide as far as possible such activities as part of a broad and balanced curriculum for the benefit of pupils at the school.

Charges

The Governing Body reserves the right to make a charge for the following activities which may from time to time be organised by the school.

Residential Activities held during school hours: charges may be made for the board and lodging element of those residential activities which take place during school hours. Parents will be notified in advance of any such activities which the school proposes to organise and the estimated cost. Parental consent will be obtained for their children’s participation in any such activities for which a charge may be made.

Any charge for a particular activity will be calculated by reference to the actual cost of providing the board and lodging for each pupil; no other costs will be covered by the charge. Any remission arrangements for such activities will be at the discretion of the Governing Body EXCEPT in the circumstances described below.

Activities held outside school hours: the school will endeavour to provide a range of such activities from time to time. These will sometimes include day and residential experiences and are known as ‘optional extras’. Charges may be made for these activities except where they are provided to fulfil any requirements specified in the syllabus of a prescribed public examination or are required to fulfil statutory duties relating to the National Curriculum or to religious education in which case they are not regarded as optional extras as such, and charges cannot be made. (Board and lodging charges

may still however be made for any residential activities subject to the remission arrangements described below.)

Parents will be notified in advance of any 'optional extras' which the school proposes to organise and the estimated cost. Parental consent will be obtained if their children are to participate in any activities for which a charge may be made.

Any charge for a particular activity will be dependent upon the type of activity and its cost and the number of participants. This charge will not exceed the actual cost of providing the activity, divided equally by the number of pupils willing to participate. The cost of other pupils participating in the visit will not be included in the charge. The charge may, however, include an appropriate element for such things as

- The pupil's board and lodging costs
- Materials, books, instruments and other equipment
- Non-teaching staff costs
- Entrance fees to museums, castles, theatres etc
- Insurance costs
- The expenses only of participating teachers engaged on a separate contract for services to provide the 'optional extra'.

Any remission arrangements for such activities will be at the discretion of the Governing Body, except in the circumstances described below.

Materials and Ingredients: a charge will only be made for any materials and ingredients relating to activities taking place during school hours where parents have indicated in advance a wish to own the finished product. Alternatively, parents may, in these circumstances, be asked to volunteer to provide the ingredients and materials prior to the activity taking place.

Remissions

Where the parents of a pupil are in receipt of Income Support, Family Credit, an income-based Jobseeker's Allowance or a Disability Working Allowance, the Governing Body will remit in full the cost of board and lodging for any residential activity the school organises for the pupil if the activity:

- Takes place within school hours
- Forms part of the syllabus for a prescribed public examination or fulfils the statutory duties relating to the National Curriculum or religious education, irrespective of whether the activity takes place within or outside of school hours.

Pupils entitled to the pupil premium free school meals are eligible for a reduction in the cost of the trip (50%). They are also entitled to a packed lunch provided by the school kitchen.

Any other remission arrangements for a particular activity or pupil will be entirely at the discretion of the School Governing Body. Any subsidy provided by the Governing Body will be met from the funds at its disposal.

Voluntary Contributions

Nothing in this policy statement precludes the School Governing Body from inviting parents to make voluntary contributions for the benefit of the school or in support of any school activity, whether during or outside school hours. Any contributions sought will be entirely voluntary and the pupils will not be treated differently according to whether or not their parents contribute in response to any invitation. Parents will be made aware in the initial information letter regarding a visit/activity/trip/ event; if enough voluntary contributions are not collected the visit/activity/trip/event may have to be cancelled.

Breakages and Damage to School Property

The School Governing Body reserves the right to seek reparation from parents where their children cause breakages or damage to school property.

Review

The School Governing body reserves the right to review and amend this policy statement from time to time, as appropriate.