



Stone C of E Combined School Governing Body
Charging and Remissions Policy for Educational Activities

Reviewed Spring 2018

Next Annual Review Date: Spring 2019

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs and visits, can make towards a pupils education. The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

There are two types of financial contributions for which parents may be asked to contribute in relation to educational activities:

- Voluntary contributions
- Permitted charges

Voluntary Contributions:

Parents may be asked for voluntary contributions for the benefit of the school or any school activities. However, if the activity cannot be funded without voluntary contributions, this will be made clear to parents at the outset. There is for parents to make any contribution.

No child will be excluded from an activity simply because his or her parents are unwilling or unable to pay. If insufficient voluntary contributions are raised to fund a visit, then it is likely to be cancelled. If a parent is unwilling or unable to pay, their child will still be given an equal chance to go on the visit.

When making requests for voluntary contributions to the school funds, parents will not be made to feel pressurised into paying as it is voluntary and not compulsory. Direct debit or standing order mandates will not sent to parents when requesting for contributions.

There is no limit to the level of voluntary contribution, nor is there any restriction on the way in which such contributions may be used. Thus voluntary contributions may be used to subsidise pupils of lesser means and to pay the travel and accommodation costs of accompanying teachers.

Permitted Charges:

Permitted charges are a direct request to cover certain costs involved with a school activity or visit. No charge can be made in respect of education provided during school hours (which excludes the midday break). Furthermore, no charge can be made for any education provided outside of school hours if this forms part of the syllabus for a public exam, or as part of the National Curriculum or religious education (non-chargeable education). A charge may be made however for board and lodgings on any residential educational visit (subject to the provisions of the LA and school's remissions policy).

1. Materials & Textbooks

Where a pupil or parent wishes to retain items produced as a result of art, craft and design, or design and technology, a charge may be levied for the cost of the materials used. In the case of Food Technology, pupils usually provide their own ingredients, but if the pupil forgets, the school may provide the ingredients and will levy a charge. Textbooks are provided free of charge, but in some subjects, additional revision guides are available, for which a charge will be made.

2. Music Tuition

Although the law states that all education provided during school hours must be free, music lessons are an exception to this rule.

The Education and Inspections Act 2006 introduced a regulation-making power which allowed the Department for Education to specify circumstances where charging can be made for music tuition. The new Regulations, which came into force in September 2007, provide pupils with greater access to vocal and instrumental tuition.

Charges may now be made for teaching either an individual pupil or groups of any appropriate size (provided that the size of the group is based on sound pedagogical principles) to play a musical instrument or to sing.

3. Residential Activities/Activities Outside School Hours

If the activity is held outside school hours and is education other than non-chargeable education, then it is regarded as an "optional extra". A charge will be made for the full cost of the activity but will not exceed the actual cost of providing the activity. The charge may include the costs of travel, board and lodgings, additional staff costs, entrance fees, insurance, materials and equipment. However, the charge made to individual parents will not include any cost added to subsidise parents of children who are unwilling or unable to pay the charge.

4. Damage/Loss to Property

A charge will be levied in respect of wilful damage, neglect or loss of school property (including premises, furniture, equipment, books or materials), the charge to be the cost of replacement or repair, or such lower cost as the Headteacher may decide.

5. Lettings

The school will make its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges will be determined annually by the Finance Committee and approved by the Governing Body.

6. Other charges

The Headteacher, Finance Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services e.g. for providing a copy of an OFSTED report.

Remissions Policy

Where non-chargeable education is provided during a residential visit, parents in receipt of certain benefits (broadly equivalent to those which qualify pupils for Free School Meals) shall receive a complete remission of any charges that would otherwise be payable in respect of board or lodgings.

Where charges are to be made by the governing body for optional extras, parents may receive a remission for the whole or part of the charge as set out in the school's remissions policy.