

# WENTWORTH PRIMARY SCHOOL



## Charging and Remissions Policy

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# **Wentworth Primary School**

## **CHARGING AND REMISSIONS POLICY**

### **INTRODUCTION**

The law on charging in connection with education in maintained schools is set out in the Education Acts. Individual governing bodies are required to determine and keep under review a policy in respect of charging and admission arrangements. No charge may be made by the governing body unless it has drawn up a statement of its policy.

The Education Reform Act 1998 established the basic principle that the education provided by any maintained school for its registered pupils should be free of charge.

### **CHARGING**

Exceptions to the above approved by the governing body are as follows:

#### **1. MUSICAL INSTRUMENT TUITION**

- a. Charges will be made for teaching either an individual pupil, or groups of up to four, to play a musical instrument, if the teaching is not an essential part of the National Curriculum.
- b. Charges will be made for sheet music, certain musical instruments or their hire.
- c. When charges are to be levied the parents will be asked to indicate their written agreement in advance.
- d. Charges will be in accordance with the teacher pay scales as approved by the Local Authority.

#### **2. BOARD AND LODGING**

- a. Where a school activity requires pupils to spend night(s) away from home, the governing body will make a charge for board and lodging, whether or not the residential trip is deemed to have taken place in school hours.
- b. Pupils whose parents are receiving Income Support; Income-based Jobseeker's Allowance; Support under Part VI of the Immigration and Asylum Act 1999; or Child Tax Credit (providing that they do not also receive Working Tax Credit and have an annual income, assessed by the Inland Revenue, that does not exceed the prescribed maximum), have the right to claim free board and lodging for residential trips. The Headteacher should inform all parents of the right to claim free activities if they are receiving these benefits.

### **3. OPTIONAL EXTRAS (ie outside school hours)**

- a. A charge may be levied for an activity defined in Section 455 of the Education Act 1996 as an “optional extra” which is provided wholly or mainly outside school hours.
- b. Prior written agreement should be obtained from the parents of pupils involved in an optional activity for which a charge is to be made.

### **4. SWIMMING**

- a. The school complies with the National Curriculum requirements for swimming. In addition the school ensures that all pupils from Year 1 to 6 are able to participate in swimming lessons.
- b. Parents will be asked to make a voluntary contribution towards the cost of swimming lessons.
- c. Parents will be notified in advance of the suggested contribution, and it will be made clear that the contribution is voluntary and no child will be treated differently from the rest regardless of contribution.
- d. Parents will be advised that without sufficient parental contributions it will be impossible to provide swimming lessons for all children.
- e. The school will maintain a swimming account for the express purpose of funding the cost of running the swimming pool and providing instruction.
- f. The school will raise funds for the maintenance of the pool through a private company running after school lessons.

### **5. CHARGING FOR FINISHED PRODUCTS**

A charge may be levied to cover the costs of materials/ingredients for subjects such as design or food technology, where a child brings home the finished product.

### **6. CLOTHING**

Although no charge can be made for “equipment” for use in connection with education provided during school hours, clothing is specifically excluded from the definition of equipment. Parents can therefore be asked to provide their children with such things as cooking aprons, PE and sports kit.

### **7.**

#### **VOLUNTARY CONTRIBUTIONS**

- a. When necessary parents will be asked to make a voluntary contribution to enable trips or extra activities to take place in school time. All requests to parents for contributions will make it quite clear that the contributions are voluntary. Children of parents who do not contribute will not be treated differently.

- b. Foundation Stage parents will be asked to make a voluntary contribution towards provision of a snack. Children of parents who do not contribute will not be treated differently.
- c. If a particular activity cannot take place without some help from parents that will be explained to them at the planning stage.
- d. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it must be cancelled. No pupil may be left out of an activity because his or her parents cannot, or will not, make a contribution of any kind.

## **Reference**

Chapter 16, Charging for School Activities, Guide to the Law for School Governors

Education Act 1996: Sections 402, 450 – 458, 460

The Education (Residential Trips) (Prescribed Tax Credits) (England) Regulations 2003

The Education (Pupil Registration) Regulations 1995 SI 1995 No. 2089 as amended by

The Education (Pupil Registration) Regulations 1997 SI 1997 No. 2624 as amended by

The Education (Pupil Registration) Regulations 1999 SI 2627 and by The Education (Pupil Registration) Regulations 2001 SI 2802