



## BRIMSCOMBE C E (VA) PRIMARY SCHOOL

### POLICY FOR CHARGING AND REMISSIONS

#### School Vision:

We work together to create a safe, welcoming and happy environment rooted in Christian values. We provide rich opportunities and challenges for our pupils to learn. Kindness, respect, courage, friendship and responsibility are at the heart of what we do. We support all our children in becoming confident, skilled and optimistic young people.

**Approved by:** F&F committee

**Date:** January 2022

**Last reviewed on:**

**Next review due by:** January 2023

Brimscombe CE Primary School intends to provide the best possible educational opportunities for all children available within the funds allocated by the Local Authority. The law states very clearly that education during normal school hours is to be free of any compulsory charge to parents and the school warmly endorses that principle and is committed to upholding the legal requirements.

However, it is recognised that many educationally valuable activities have been and will continue to be dependent on financial contributions in whole or in part from parents/carers. Without the financial support, the school would find it impossible to maintain the high quality and breadth of the educational programme provided for pupils. The school's concern is to keep financial contributions to a reasonable minimum and to ensure, as far as possible, that all children are able to take part irrespective of their circumstances.

The law recognises that charges may be made to parents in certain defined circumstances, provided that the school has identified the activities for which charges will be made and has explained the basis on which charges may be reduced or waived for certain pupils. The Governing Body of Brimscombe CE Primary School has decided that until further notice its policy will be as follows:

#### **1. Day Visits, including swimming**

For visits occurring during school time the school will invite a voluntary contribution from parents to meet costs. For visits outside school time parents will be charged for all allowable costs\*\*. Charges may be waived or reduced for children whose parents make an application to the head teacher. Pupil Premium funding can be used in some circumstances.

Where trips are to be funded by voluntary contributions and where, without these contributions, the trip will be cancelled, this will be made clear at the outset.

Trips will be non-profit making and as such, will include no element of subsidy for others

#### **2. Residential visits during school terms**

On no account will any children forfeit a residential trip merely as a consequence of their parents/carers inability to pay.

The school will invite voluntary contributions from parents to meet the total cost of the residential trip. However, if any parents are unable to meet this cost they are encouraged to speak with the headteacher.

Any parents/carers who find meeting the costs of a residential visit difficult, for whatever reason, are encouraged to apply to the Rodborough Educational Trust for assistance. Please ask in the office for details.

### **3. Residential visits outside school terms**

Parents will be charged for the full cost of the visit, including all allowable costs \*\* and board and lodging.

Charges may be waived or reduced for children whose parents make an application to the Head Teacher.

### **4. Instrumental music or singing lessons on an individual or group basis**

If the tuition is required as part of the National Curriculum there will be no charge.

For all other tuition provided during school hours there is a charge to parents. Also a charge is made for the hire of the musical instruments used in individual or small group tuition.

In specific cases charges may be reduced or waived at the discretion of the headteacher

### **5. Activities outside of school hours, including extra-curricular clubs**

These are optional extras and are undertaken as a parental choice. There may be a charge to parents for a child to participate in some activities; parents will be informed of this before they undertake the activity. The school will not be able to profit from such activities.

Costs may be reduced or waived depending on the circumstances and at the discretion of the headteacher.

### **7. Classroom Materials**

No charge will be made for materials or equipment. However, for certain practical activities (technology, cookery, etc.) parents may be invited to provide materials or ingredients on a voluntary basis. Where parents would like to possess the finished product, the school reserves the right to charge the cost or require the supply of the necessary materials.

### **8. Ancillary Items**

Ancillary items may be purchased from the school at cost price at the discretion of the parents.

### **9. Entertainment**

A charge may be made at the headteacher's discretion.

### **10. School Lunches**

Charges are made for School Lunches in accordance with the current policy of the Gloucestershire LA. Any accounts more than £10 in arrears will be asked to clear the debt before further meals are provided, dependent on the individual circumstances of the family.

All YR and KS1 pupils are entitled to Free School Meals (Universal Free School Meals Allowance) daily

Free School Meals may also be available for eligible children in Key Stage 2. Please ask in the office for details.

## **11. Breakages & Fines**

The Governors reserve the right to ask parents to pay for the cost of replacing any item such as:

- broken windows
- defaced, damaged or lost text books
- replacement reading or homework diaries
- any item damaged as a result of unsatisfactory pupil behaviour.

The Charging Policy will be reviewed annually.

**\*\* Allowable costs include:**

- (a) The pupil's travel and subsistence costs*
- (b) Materials, books, instruments and other equipment*
- (c) Non-teaching Staff*
- (d) Costs of teaching staff where separately engaged under a contract for services for the visit or activity*
- (e) Entrance fees to museums, castles, theatres, etc.*
- (f) Insurance costs*

## **12. Links to other policies**

This policy should be read in conjunction with:

- Equality of opportunity policy
- Finance policy

J Roberts January 2022