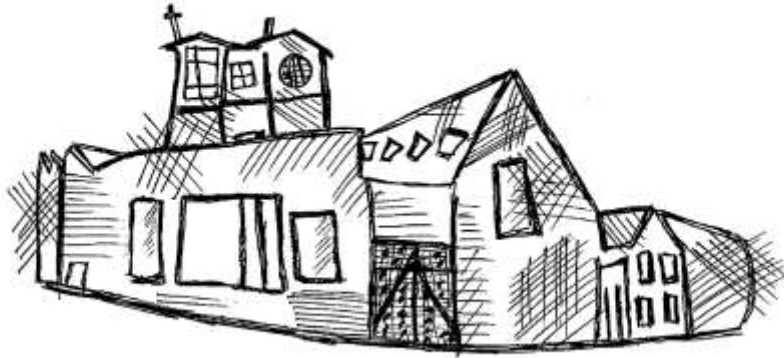


Grange Primary School



Charging and Remission Policy

Belong Believe Achieve

Rationale

Grange Primary School aims to deliver a broad and balanced curriculum that is enriched through a wide variety of additional experiences. These take place both on and off the school site and all activities are chosen to support the children's learning and the school's ethos.

The Education Act 1996 clarifies the activities for which charges can be made or voluntary contributions sought and gives schools the discretion to charge for optional activities, provided wholly or mainly out of school hours, and the right to invite voluntary contributions for the benefit of the school or in support of any activity organised by the school whether during or after school hours.

Objectives

- The objectives of the Charging and Remission Policy are:
- To ensure activities offered in school time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost.
- To identify those activities for which charges may be levied.
- To invite voluntary contributions for the benefit of the school in support of any activities organised by the school either during or outside school hours.

Charges

The Governing Body reserves the right to make a charge in the following circumstances allowed by the Act:

- Invite parents and others to make voluntary contributions towards any part of the school's work, especially the full part cost of class trips which take part during school time;
- Not charge for any activities which take place in school time, except for instrumental tuition for individual pupils or instrumental tuition for pupils in groups of up to four;
- Charge for activities that are provided wholly or partly outside of school hours, these activities are optional extras;
- Charge for board and lodging on residential courses;
- Charge for child care facilities out of school hours, plus ten minutes, which results in a member of staff supervising a pupil because a parent or other responsible adult is not present. The Headteacher may waive this charge if her permission has been sought beforehand due to emergency circumstances.

Voluntary contributions

When organising school trips or visits which enrich the curriculum and Educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary, however should we not receive sufficient contributions to make the trip viable, it might be cancelled. If a trip goes ahead, it will include children whose parents have not paid any contribution.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, the child will be able to participate fully in the trip or activity.

Breakages

In cases of wilful damage, breakage or loss of equipment on loan to children, the Headteacher may decide to make a charge. Each incident will be dealt with on its own merit and at her discretion.

Financial Support

In order to minimise costs to parents, wherever possible the school contributes a small subsidy from the School Fund. The PTA of Grange may make a contribution towards the cost of trips from their annual fundraising.

Remissions Policy

Those parents in receipt of one or more of the credits below may be offered assistance in paying for the trip or a longer period of instalments will be made available to enable their child to access the activity.

- Income Support (IS)
- Income-based Job Seekers Allowance (IBJSA)
- Support under Part 6 of the Immigration and Asylum Act 1999
- Child Tax Credit (CTC - providing that they do not also receive Working Tax Credit (WTC) and have an annual income assessed by Her Majesty's Revenue and Customs, that does not exceed £16 190)
- The guaranteed element of State Pension Credit
- Employment Support Allowance (Income related) (ESA/IR)

This policy helps to ensure that this school promotes the individuality of all our pupils, irrespective of ethnicity, attainment, age, disability, gender, or background. Please refer to our Equality Policy.

Residential Visits

If the school organises a residential visit in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for such visits. We would however like a contribution towards the travel, activity expenses and boarding as these are beyond the scope of our main school budget. If there are any families struggling to make payments help may be available through Government subsidies.

A saving scheme will operate to allow parents to spread the cost of such trips over a long period of time.

Music Tuition

All children study music as part of the school curriculum for which there is no charge. No charge is made for small group tuition or for participation in music clubs run within the school day such as steel band, brass group or guitar groups.

Additional In-School Charges

Income from Sales

Some goods are purchased through the school for the convenience of parents, children or teachers e.g. revision guides, book bags and sweatshirts.

Some goods will be sold through the school with the intention of making a small profit and this often takes the form of commission. Such goods include; Book Fair sales and school photographs.

Income from Donations

Occasionally, the school will seek voluntary donations from events such as dress-up days, sponsorship etc. The purpose for which the donation will be used will be explained clearly to parents and visitors.

Income from Lettings

The school does not charge the PTA of Grange for use of the school for fund-raising activities, although contributions are sometimes made where extra costs such as overtime are incurred. The lettings policy sets out terms and conditions for any other lettings.

The Headteacher and Governing Body will ensure that careful consideration is given to making up any shortfall in voluntary contributions from parents from the school's delegated budget. If a charge is made for each child it will not exceed the actual cost. In the case of day visits and activities, no child will be excluded because the school has not received a voluntary contribution towards the cost involved. Whenever possible, parents are given sufficient notice of forthcoming trips and activities.

Signed: Gareth Sykes

Chair of Finance Committee

Signed:



Headteacher