





CHARGING AND REMISSION POLICY

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| Date Reviewed | 18 th November 2020 |
| Signed Headteacher |  |
| Signed Chair of Finance, Facilities & Personnel | PP  |
| Date Revised | Autumn Term 2021 |

The Governing Body recognises the valuable contribution that the wide range of additional activities such as clubs, educational visits, etc. can make towards pupils' personal and social education.

However, the 1988 Education Act imposed new restrictions upon the Governors and the revised policy concerning charging for school activities is as follows:-

Charges are compulsory payments. Voluntary contributions are not charges

1. Education during School Hours

For example- an educational visit away from school where costs are involved, such as transport, and admission charges for trips to the Black Country Museum, or an educational activity at school not provided by the LA where the school is charged a fee, such as the Story Teller, Animal Man and Travelling Theatre.

Will the child be expected to take part? Normally, YES.

Are parents/carers expected to pay?

The school will ask you to make a voluntary contribution, but no child can be excluded if unable to pay. There will be no refunds issued, for example, if a child is ill on the day of the visit.

In the event of hardship, the Headteacher should be contacted. Hardship is defined as families who are eligible for Pupil Premium. Families would be in receipt of the following:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

2. Education Outside School Hours (including Extra-Curricular Activities)

3. Residential Activities

"Parents can only be charged for activities that happen outside school hours when these activities are not a necessary part of a national curriculum or religious education. No charge can be made for activities that are an essential part of the syllabus for an approved examination. Charges may be made for other activities that happen outside school hours if parents agree to pay" (The Education Reform Act 1988). Activities which can be charged for are known as "optional extras".

For a residential activity taking place largely during school time, or essential to the education provided at the school, no charge may be made either for the education or for the cost of travel. However, charges can be made for board and lodging in these circumstances, except for pupils whose parents are receiving Income Support, Job Seekers Allowance or Child Tax. The Head will inform all parents of the right to claim free activities if they are receiving these benefits.

It is up to the LA or Governing Body providing the activities to decide whether to make a charge (Birmingham LA Circular 000335, "Charging and Remission Policy")

4. Finances

In the event of insufficient contributions or funds being available, an activity may be cancelled and contributions returned.

5. Children will not be permitted to take part in any activity away from school unless parental consent has been given.

6. Providing or Paying for Materials

For example- cookery, needlework, woodwork, pottery.

Will the child be expected to take part? YES.

Are parents/carers expected to pay?

If parents have indicated in advance that they wish to own the finished product, the school may charge for it.

7. School Property: Damages / Losses

The Governors reserve the right to ask parents to contribute towards the cost of replacing school property lost or damaged as a result of their child's behaviour, e.g. books lost, torn or defaced, or any school property deliberately abused.

