



Brandesburton Primary School Charging and Remissions Policy

AIM

In conformity with the requirements of the Education Reform Act 1988, it is the policy of the Governing Body:

- To make a broad programme of activities and trips accessible to as many pupils as possible
- To establish and maintain a fair and coherent system of charges within the constraints of the school budget, seeking to ensure that no child should have its access to the curriculum limited by charges.

The Governing Body also recognise that there is a clear distinction in charging between Curriculum and Non Curriculum activities.

CURRICULUM ACTIVITIES

For further information regarding charging for school activities - see attached document (produced by Fair Access Division)

Curriculum activities

To levy a charge for all board and lodging costs on residential visits, except where pupils are entitled to statutory remission.

Residential Trips - Board and Lodgings

Voluntary contributions may be requested for trips and activities which take place mainly within school hours. No child may be excluded because of inability to pay but the school is entitled to cancel the trip if the level of contributions does not meet its budgetary requirements.

Any insurance costs will be included in charges for trips and activities.

General Lesson Costs

To levy a charge in respect of practical subjects, for full or partial cost of materials and ingredients if parents have indicated in advance that they wish to own the finished product.

Music Tuition

To require parents to make payment for the cost of instrumental tuition by music teachers.

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NON CURRICULUM ACTIVITIES

- **Non Curriculum trips and activities**

The school will levy a charge as an optional extra for trips which are not part of the National Curriculum, statutory religious education or in preparation for a prescribed public examination. The school reserves the right to cancel the trip if there are insufficient pupils to make the trip viable. In these circumstances a full refund will be given. Any insurance costs will be included in the charges for the trips and activities

- **School Property**

The school will charge parents for damages to or loss of school property caused wilfully or neglectfully by their children.

- **Private Lettings**

The school will charge for private lettings using the scale of charges as set out for directed community use of school premises by the Local Authority, to include VAT where appropriate. Discretion can be allowed at the Field Teachers/Finance Manager's discretion.

- **Extended Services Activities**

For extended services activities please see appendix.

STATUTORY REMISSION

Statutory remission is given to those parents who are in receipt of either:-

- Income Support
- Income Based Job Seekers Allowance
- Support under Part vi of the Immigration and Asylum Act 1999
- Child Tax Credit (providing that they are not entitled to Working Tax Credit and have an annual income that does not exceed the yearly Inland Revenue assessed threshold.
- Guarantee element of State Pension Credit
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The Charging and Remissions Policy will be reviewed at regular intervals and charges may be adjusted as a result of that review.

Reviewed January 2017

To be reviewed January 2018