



Oughtibridge Primary School

Charging and Remissions Policy

CHARGING FOR EDUCATIONAL ACTIVITIES

Education During School Hours:

Activities offered wholly or mainly during normal teaching time will be available to all pupils regardless of their parents' ability or willingness to help meet the cost. It will be the policy of the school to uphold the basic principle that the education provided by any maintained school for its registered pupils should be free of charge if it takes place wholly or mainly during school hours.

Voluntary Contributions:

The school may at any time seek voluntary contributions for the benefit of the school generally or in support of any activity organised by the school, whether during or outside school hours, residential or non-residential. Such contributions will be considered as genuinely voluntary and any such requests to parents or other parties will make it clear that there is no obligation to contribute. Pupils will not be treated differently according to whether their parents have contributed. Where an activity cannot be funded without voluntary contributions this will be explained to the parents at the outset, as will the general nature of the proposed activity. It will also be made clear, that if insufficient voluntary contributions are received then it may be necessary to cancel a proposed activity.

- **Material and Equipment Costs**

(i) Charges will not be levied for the use of any materials including books or other equipment. However, a charge may be levied for the hire of musical instruments owned by the school but used by children to enable them to participate in extra curricula instrumental tuition.

(ii) Charging in kind - The school may charge for ingredients or materials if parents have indicated in advance that they wish to retain the finished product, e.g. baking, pottery, etc.

- **Transport and Educational Visits**

No charge will be levied for any transport provided during school hours. Voluntary contributions may be requested and if not enough are forthcoming, then it may be that the proposed activity will not take place.

- **Music Tuition**

A charge is levied to pupils in receipt of extra curricula instrumental tuition whether it does or does not take place within school hours. Parents may also (see above) choose to hire instruments in which case a charge is levied which will contribute towards the cost of repair / replacement of an LA/school instrument.

- **Residential Visits/Activities**

In line with LA policy, the school will make charges for board and lodging (subject to the remission's policy applying), for any residential activity and may request voluntary contributions towards the cost of transport.

- **Breakages or Damage to School Premises/Equipment**

The school may ask parents to pay for damage to school equipment where this is the result of a pupil's behaviour. The Head Teacher will consider individual cases. The cost arising from accidental breakages or damage will not be recovered.

Remission of Charges for Educational Activities

The school will meet the minimum statutory requirements in so far as:

"There will be complete remission of board and lodging charges for pupils whose parents are in receipt of income support or family credit for any visit that takes place in school hours and which is necessary to meet statutory requirements. However, residential visits are not 'statutory requirements' although in certain circumstances a remission (in part or full) may be available."

You may be able to request a remission of charges if you are receiving any 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)

The qualifying legislation changes regularly so please contact the office if you think you may qualify.

The governing body recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences can make towards pupils' personal and social education. In some circumstances there may be cases of family hardship that may fall outside those covered by the 'remission policy', thus making it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity, the school, through the governing body invites parents to apply in total confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher who will seek such confidential advice as s/he feels to be appropriate.