

# ST. JOHN'S CE VC PRIMARY SCHOOL

## CHARGING AND REMISSIONS POLICY

### Introduction

The purpose of this policy is to clarify items which St. John's school provides free of charge and items where there may be a charge, in line with the law on charging for school activities in schools maintained by local authorities in England (Sections 449-462 of the Education Act 1996).

Throughout this policy, the term "parents" means all those having parental responsibility for a child.

### Rationale

The Governing Body of the school recognises the valuable contribution that the wide range of additional activities provided at the school, including clubs, educational visits, and residential experiences, can make towards the personal and social education of pupils at the school. Accordingly, they wish to promote and provide such activities as part of a broad and balanced curriculum for all pupils and as additional optional activities.

### Policy Statement

Under the provisions of the 1996 Education Act, the Governors are committed to the following:

- 1 No charges will be made for any activity which forms a necessary part of the National Curriculum or for religious education. This does not include teaching an individual pupil or group of pupils to play a musical instrument; for this activity, a fee is charged (see below).
- 2 In line with the Charges for Music Tuition (England) Regulations 2007, fees are charged for individual or group instrumental teaching taken by peripatetic teachers. This may include the cost of instrument hire and sheet music, as well as the cost of the teacher. Music tuition is the only activity during school hours for which a charge is made.
- 3 Where an additional activity of an educational nature is planned in school hours (e.g. a field trip or visit from an external organisation), parents will be asked to make a **voluntary contribution** towards all or part of the costs. Voluntary contributions are requested only for activities not funded by the school budget. In all cases, it will be made clear that the contribution is voluntary and no child will be excluded from an activity due to an inability to pay. Equally, parents will recognise that unless voluntary contributions are forthcoming, it may be impossible to fund such activities and such additional activities may have to be curtailed or cancelled.

4 The school organises swimming lessons for some children in Key Stage 2. These lessons take place during school hours and are part of the National Curriculum. Where pupils take part in swimming lessons, parents will be asked to make voluntary contributions to cover transportation to a local swimming pool.

5 Where an optional activity is planned outside normal school hours (e.g. after-school activities), the Governors reserve the right to make a charge. This charge will be to cover costs and will be kept to a minimum. A decision on this is delegated to the Headteacher.

6 Where pupils take part in residential activities, charges will be made for board and lodging except for pupils whose parents are in receipt of eligible benefits (see below). The charge will not exceed the actual cost.

7 Where parents have indicated in advance that they wish to own the final product, a charge may be made for the cost of materials, books, instruments, or equipment for a specific project.

## Remissions

Where parents of a pupil would like their child to participate in an additional or optional activity, for which a charge is being made or a voluntary contribution requested, and feel their financial circumstances are not sufficient to meet the cost of the activity, the Governing Body invite parents to discuss the matter in confidence with the Headteacher, with a view to remitting all or part of the cost.

Where the parent of a student is in receipt of qualifying state benefit(s), the Governing Body will remit in full the cost of board and lodging for any residential activity the school organises if the activity takes place within school hours.

No charge may be made for music tuition in respect of a pupil who is looked after by a local authority (within the meaning of section 22 of the Children Act 1989).

## Breakages and Damage to School Property

The Governing Body reserves the right to seek reparation from parents if a pupil has caused breakages or damage to school property. This may include part or the whole cost of damage to buildings or equipment resulting from a pupil's behaviour or negligence. A decision on this is delegated to the Headteacher.

## Community Facilities

The Governing Body reserves the right to charge community organisations for the use of school facilities. Further details are available in St John's school's Lettings Policy.

## APPENDIX

### School Dinners:

Daily Cost = £2.15 (From 1<sup>st</sup> November 2019)

Annual Cost (based on 190 school days) = £408.50

School trips and visits: these are charged at the cost to the school per pupil. This includes attraction entry costs, transport costs, any staff overtime required, payment system charges and any other one-off additional costs to the school directly associated with the trip.

### Approximate Average Annual Trip Costs:

EYFS - £75

Year 1/2 - £30-40

Year 3/4 - £50 - £60

Year 4 Residential - £175

Year 5/6 - £100 - £110

Year 6 Residential - £310

### Peripatetic music lesson:-

Piano teachers invoice parents directly and set own prices.

1 guitar teacher invoices directly and sets own charges.

Other music lessons are £110 - £140 per 2 terms depending on length of term.