



# Abberley Parochial V.C. Primary School

## *Inspiring Hearts & Minds*

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### **CHARGING AND REMISSIONS POLICY 2016-2017**

#### **Introduction**

Abberley Parochial V.C. Primary School aims to provide a wide and varied learning experience for all children. This policy is intended to ensure that all pupils should have equal opportunity to participate in extra activities provided by the school and/or external agencies. The purpose of the policy is to ensure that there is clarity over those items which the school will provide free of charge and for those items where there may be a charge

#### **Definition**

The school day is defined as:

9.00am - 12.00 noon

1.00pm - 3.15pm

The midday break does not form part of the school day.

#### **Responsibilities**

The headteacher will ensure that staff are familiar with and correctly apply this policy. The Governors will review the policy annually

#### **Policy statement**

During the school day all activities that are a necessary part of the National Curriculum plus religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charges made for teaching an individual pupil or groups of pupils learning to play a musical instrument. Unless the teaching is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), we will make a charge.

#### **Voluntary contributions**

Voluntary contributions may be sought for activities during the school day which entail additional costs. In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. Children of parents who do not make a contribution will not be treated any differently. Where the school receives Pupil Premium Grant (PPG) for a child, this money may be used to fund their place on a visit if necessary. If a particular activity cannot take place without some help from parents, this will be explained at the planning stage, an activity may be cancelled if not enough voluntary contributions are collected.

#### **Optional activities outside of the school day**

We will charge for optional, extra activities provided outside of the school day, for example after school activities provided by Abberley Acorns and any outside agencies. Such activities are not part of the National Curriculum or religious education nor are they part of an examination syllabus.

#### **Education partly during the school day**

If a non-residential activity happens partly inside the school day and partly outside of it, there will be no charge if most of the time to be spent on the activity falls within the school day. Conversely, if the bigger proportion of time spent falls outside of the normal school day, charges will be made. When such activities are arranged parents will be told how the charges were calculated.

### **Residential Educational Visits**

Charges will be made for board and lodging, Pupil Premium may be used to subsidise the cost of pupils whose parents are in receipt of eligible benefits (see list below).

Other charges will be made to cover costs when the number of school sessions missed by the pupils totals half or more of the number of half-days taken up by the activity. In such cases parents will be told how the charges were calculated.

### **Calculating charges**

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't or won't. Support for cases of hardship will come through voluntary contributions and fundraising.

Parents who would qualify for support are those who are in receipt of eligible benefits (see list below).

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

### **Music Tuition**

No charge will be made to parents for the pupils in Years 3 and 4 who are learning to play an instrument under the 'F.A.M.E' scheme run by Severn Arts. The school will pay for the tuition out of the school budget.

Parents will be charged for vocal or instrumental tuition provided either individually, or to groups of any size, provided that the tuition is provided at the request of the pupil's parent. Parents will be charged by Severn Arts for instrument hire.

### **Swimming**

Parents will not be charged for swimming lessons. This will be paid for by the school budget. Parents will be asked for a voluntary contribution towards the cost of transport.

### **Eligible benefits**

Income Support;

Income-based Jobseeker's Allowance;

Support under part VI of the Immigration and Asylum Act 1999;

Child Tax Credit (providing that they do not also receive Working Tax Credit and have an annual income, assessed by The Inland Revenue that does not exceed the stated amount.

Guaranteed State Pension Credit.

Date of review: September 2017

