



Charging and Remissions Policy

Date created: November 2012

Date ratified: October 2017

Signed:



Chair of Governors

Signed:



Headteacher

Date reviewed: September 2018

Name of reviewer: Rebecca Chew

Introduction

There is no charge for admitting pupils to St. Giles' Primary School. The policy is written following guidelines from the Local Authority regarding under what circumstances charges, either voluntary or compulsory may be requested.

Voluntary Contributions

When organising school trips or visits, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. However, if we do not receive sufficient voluntary contributions, we may have to cancel a trip.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we would not deny the child the opportunity to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit, using money from sponsored activities held throughout the school year; we usually make this clear when sending out the information regarding the trip. Occasionally the PTA support the funding of specific trips.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- ☺ Visit to museums;
- ☺ Sporting Outdoor adventure activities;
- ☺ Visits to the theatre;
- ☺ Musical events;
- ☺ Places of interest relevant to topic work;
- ☺ Residential visits;

Residential Visits

Schools are permitted to charge for the cost of board and lodging during residential trips. This cost must not exceed the actual cost of the provision.

Where the trip takes place wholly, or mainly, during school hours children whose parents are in receipt of the following support payments will, in addition to having free school lunch entitlement, also be entitled to the remission of these charges:

- ☺ Universal Credit with an annual net earned income of no more than £7,400
- ☺ Income Support
- ☺ Income-based Jobseeker's Allowance
- ☺ Income-related Employment and Support Allowance
- ☺ Support under Part 6 of the Immigration and Asylum Act 1999
- ☺ The guarantee element of Pension Credit
- ☺ Working Tax Credit run-on (paid for four weeks after you stop qualifying for Working Tax Credit)
- ☺ Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190.

Instrumental Music Lessons

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons on behalf of the Music Service. Parents in receipt of income support may receive remission by completing the appropriate claim form; this remission will be funded 50% by Shropshire Music Service and 50% by the school. We give parents information about additional music tuition at the start of each academic year. By signing the agreement parents and pupils are committing to music lessons and half a term's notice of cancellation must be given in all cases to comply with the terms of the music service.

Swimming

The school organises swimming lessons for all children in Upper Key Stage 2 (year 5 and 6). These take place in school time and are part of the National Curriculum. There is no charge to parents for either the swimming lessons or the transport to and from the baths. We inform parents when these lessons are to take place.

Before and After School Activities

The school offers a variety of after school clubs, details of which are available on our website. There is a small charge (£3) per session for those clubs managed by a member of the school staff, in order to cover the cost of staffing the club, the school does not wish to make a profit for these clubs. The school also employs a number of external sport coaches, who run after school clubs. These clubs are managed directly by the coaches and therefore any charges for these clubs are made by the coaching company, who will have their own charging arrangements.

If your child is in receipt of Pupil Premium funding, the school will use part of this money to fund one free after school club per term for your child.

The school runs a Breakfast Club from 7.30a.m. every morning, further details of which are available from the school office or the website. The charge for this is £3.50 per session (if you have more than one child that attends, subsequent children are charged at £3 per session). This charge includes breakfast for all children who attend before 8.20a.m.

The school also runs After School Care from 3.15p.m to 5.45p.m. every day, further details of which are available from the school office or the website. The charge for this is £7.50 per session, if you have more than one child who attend, subsequent children are charged at £7 per session. If your child attends a pre booked after school club and needs after school care when the club has finished, the charge is £4.50 per session, again with a sibling discount, subsequent children will be charged at £4 if they also attend an after school club.

Date of next review: October 2019