

# **Red Row First School**

## **Charging and Remissions Policy**



**Date Written:** October 2015  
**By:** Richard Bollands  
**Responsible Governor:** Finance Committee  
**Adopted by Governors:** February 2017  
**Date for Review:** February 2019

### **Introduction**

All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition should it be available in any school year.

### **School meals**

There is no charge for children who are entitled to free school meals or infant free school meals. Pupils who are not entitled to free school meals will be charged a set amount per week decided by the governing body of the school.

### **Voluntary contributions**

When organising school visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a visit. If a visit goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school visit or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded, and the school can provide this information on request.

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

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- school trips abroad;
- musical events.

### **Music tuition**

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

There is a charge for individual or small-group music tuition when this is available, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons would be taught by peripatetic music teachers. We make a charge for these lessons, but parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

### **Swimming**

The school organises swimming lessons for all children. These take place in school time and are part of the National Curriculum. We make no charge for this activity, but we do ask for a voluntary contribution from parents to cover the cost. We inform parents when these lessons are to take place.

### **Residential Visits**

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we make a charge to cover the costs of any workshops, board, lodging and travel expenses. If parents are experiencing financial difficulty they are invited to speak in confidence to the Headteacher. We also offer a discount for pupil premium children.

### **Damage to property and breakages**

Where school property has been wilfully damaged by a student or parent the school may charge those responsible for some or all of the cost of repair or replacement.

Where property belonging to a third party has been damaged by a pupil, and the school has been charged, the school may charge some or all of the cost to those responsible.

Whether or not these charges will be made will be decided by the headmaster and dependent on the situation.

### **Remissions and concessions**

The school will give consideration to the remission of charges to parents or carers who receive the following support payments:

- Income Support
- Income based Job-seekers Allowance
- Child Tax Credit (where the person is not receiving Working Tax Credit as well)
- Support under part VI of the Immigration and Asylum Act 1999
- Guaranteed Element of State Pension Credit
- Income related employment and support allowance

Children of families who receive these payments are also entitled to free school meals. Parents who are eligible for the remission of charges will be dealt with confidentially.

The headteacher and chair of governors will authorise the remission of charges.

The school may choose to subsidise part or all of the payment of some charges for certain activities and pupils, and this will be determined by the governing body and headteacher.

### **Extended Nursery Hours**

Where there are spaces available for the extend hours in Nursery parents may pay at the same rate as the school receives for statutory 30hour provision.

### **Monitoring and review**

This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.