



Springvale Primary School

Policy Title: Charging and Remissions

Date of Review: Summer 2023

Review by: Mr McClure/Governing Body

Signed by:

Chair of Governors

All policies available at www.springvaleprimary.org

SPRINGVALE PRIMARY SCHOOL

Charging and Remissions Policy



Introduction

This policy was created after a period of consultation with relevant stakeholders within school. It sits alongside our Special Educational Needs and/or Disability (SEND) Offer which follows through a series of specific titles and questions that provides parents with a clear insight in to all aspects of policy and provision for SEND pupils.

This policy is in-line with the (BMBC) Local Authority's Code of Conduct and it has been formally adopted by governors and reflects our approach at Springvale Primary School.

Aims and Principles

The policy is underpinned by the central aims of Springvale Primary and values held by the school community:

Aims of the school

- Springvale is committed to promoting high standards of academic achievement for all learners in all subjects.
- As a school we will continue to develop and instil key life skills and values in our pupils.
- We will encourage positive relationships and communications between home, our community and the wider world.

In particular, Springvale School has an inclusive approach to our provision. Our aim is always to involve all our children and stakeholders in all areas of the curriculum and school life. In accordance with our **Disability Equality Scheme** we recognise that this may mean making special adaptations or arrangements from time to time for children with specific disabilities. We welcome the involvement of disabled adults in all areas of school life.

Background Information

Springvale Primary School is a caring and open school, where parents, children, staff and the wider school community all know that their views and needs will be listened to, in both education and personal areas.

A Introduction

This policy has been formulated in accordance with BMBC (Local Authority) guidance on: *Charging for School Activities by the Governing Body*.

B Aims

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

C Responsibilities

The Governing Body of the School are responsible for determining the content of the policy and the headteacher for implementation. Any determinations with respect to individual parents will be considered jointly by the headteacher and Governing Body.

D Prohibition of Charges

The Governing Body of the School recognise that the legislation prohibits charges to parents/guardians for the following:

- education provided during school hours (including the supply of any materials, books, instruments or other equipment);
- education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- tuition for pupils learning to play musical instruments if the tuition is required as part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- entry for a prescribed public examination, if the pupil has been prepared for it at the school;
- examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school;
- education provided on any trip that takes place during school hours;
- education provided on any trip that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport;
- transporting registered pupils to other premises where the governing body or local education authority has arranged for pupils to be educated;
- transport that enables a pupil to meet an examination requirement when he has been prepared for that examination at the school;
- transport provided in connection with an educational trip.

E Publication of Information

This policy will be included on the school website for parents to read. This will help parents/carers to understand what charges are/are not to be made and for which activities voluntary contributions will be invited from families.

F Charges

Appropriate charges may be set for the following:

- (a) board and lodging on residential visits (not to exceed the costs)

- (b) the proportionate costs for an individual child of activities wholly or mainly outside school hours ('optional extras') to meet the costs for:
 - (i) travel
 - (ii) materials and equipment
 - (iii) entrance fees

- (c) individual tuition in the playing of a musical instrument

- (d) any other education, transport or examination fee unless charges are specifically prohibited

- (e) breakages and replacements as a result of damages caused wilfully or negligently by pupils

- (f) extra-curricular activities and school clubs.

G Remissions

Where the parents of a pupil are in receipt of state benefits which would entitle their child to receive free school meals, the Governing Body will remit in full the cost of board and lodging for any residential activity (classed as an optional extra taking place outside school hours).

At the headteacher's discretion, remissions may apply to each charge (as specified in the Charging Section) to enable full inclusion of children who are in receipt of support payments as specified above.

H Voluntary Contributions

Parents will be invited to make a voluntary contribution for educational visits.

The terms of any request made to parents will specify that the request is for a voluntary contribution and in no way represents a charge. In addition, the following will be made clear to parents:

- i) that the contribution is genuinely voluntary and a parent is under no obligation to pay; and
- ii) that registered pupils at the school will not be treated differently according to whether or not their parents have made any contribution in response to the request.

The responsibility for determining the level of voluntary contribution is delegated to the headteacher.