



**Slaley First School**

## Charging and Remissions Policy

Ratification – June 24  
Next ratification due – June 25

*Nurturing Ambitious Individuals*

## **SLALEY FIRST SCHOOL CHARGING AND REMISSIONS POLICY**

In accordance with [Sections 450 – 461 of the Education Act 1996](#), the Governing Body make no charge for education or educational activities provided during school hours as part of the published curriculum. However, the Governing Body recognises the valuable contribution that the wide range of additional activities can make towards the personal and social education of pupils. The Governing Body therefore reserve the right to levy charges for the following activities arranged by the school. Charges will not exceed the actual cost of the activity.

### **1.0 “Optional extra” activities outside school hours**

The full cost for activities which take place out of school hours may be charged to parents provided that they are not a necessary part of the National Curriculum, an examination syllabus, or religious education in which case, no charge will be made. In fixing the charge the school may take account of the costs for travel, insurances, lodging for supervisory staff, and associated supply cover. Extended day services (e.g. breakfast and after school clubs) will be charged for.

### **2.0 Residential visits (more than 50% of the school day) or fully during school hours No**

charge will be made for such visits other than board and lodging charges.

### **3.0 Music**

If pupils make use of an instrument provided by the school or the Authority, a charge may be made in respect of the maintenance of the instrument in accordance with the published scale of charges. A charge may also be made in respect of the cost of tuition.

### **4.0 Materials for practical lessons**

Voluntary contributions or provision of goods in kind may be requested from parents for materials for practical lessons (Design Technology, Food Technology or other subject areas as the Governing Body may from time to time determine), if parents indicate in advance a wish to own the finished product.

### **5.0 Visits in support of the curriculum which are desirable but not essential**

The Governing Body recognises that the school will offer opportunities for pupils to broaden their range of experience in connection with certain curriculum areas during school hours. Such opportunities might comprise an educational visit to an historic site, a theatre visit, work in an art gallery or museum, or use of swimming pools.

The Governing Body’s policy is to encourage the school to work jointly with parents in this respect, and invite voluntary contributions from parents, either generally to school funds or specifically for certain activities, in accordance with section 460 of the 1996 Act.

In encouraging such co-operation, the Governing Body will ensure that parents are made aware that any such contributions are voluntary and that pupils will not be treated differently according to whether or not their parents have made any contribution.

The Governing Body recognises that the viability of visits in support of the curriculum, which are desirable but not essential, depends upon the level of voluntary financial support received from parents and delegate to the Head Teacher responsibility for decisions in relation to the viability of such visits.

All charges of any nature must be made through the Office Manager who is responsible for raising invoices. Likewise, all monies received must be directed to the Office Manager. Official school receipts will be issued for all monies received. Monies may be submitted to the class teacher but must be in a sealed envelope as only the Office Manager is allowed to handle monies.

## **6.0 Remissions (reduction in the amount you pay)**

Parents who can prove they are in receipt of any of the following benefits will be exempt from paying the cost of board and lodging for residential visits:

Income Support

Income-based Jobseeker's Allowance

Income-related Employment and Support Allowance

Support under part VI of the Immigration and Asylum Act 1999 The guaranteed element of Pension Credit

Child Tax Credit (provided that Working Tax Credit is not also received and the family's annual gross income does not exceed the state amount) for 4 weeks after an individual stops qualifying for Working Tax Credit)

Universal Credit (if the application was made on or after 1 April 2018, the family's income must be less than the given amount per year – after tax and not including any benefits)

The Governing Body may, from time to time, review and amend the categories of activity for which charges can be made,