

Myland Primary School



Charging and Remissions Policy

October 2024

Charging and Remissions Policy

The Governing Board of Myland Community Primary School recognises the valuable contribution that the wide range of additional activities including trips, clubs and residential experiences can make towards pupils' education. The Governing Board aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents/carers' financial means. This Charging and Remissions Policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

The School and its Governing Board are committed to ensuring consistency of treatment and fairness, and will abide by all relevant equality legislation.

CHARGES

Activities Where No Charge Will Be Applied

- 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 student is being prepared for at the school, or part of the school's basic curriculum for Religious Education
- tuition for pupils learning to play musical instruments (or singing) if the tuition is required as part of the National Curriculum
- education provided on any trip that takes place during school hours if it is part of the National Curriculum, or part of the school's basic curriculum for Religious Education
- education provided on any trip that takes place outside school hours if it is part of the National Curriculum, or part of the school's basic curriculum for Religious Education
- transport provided in connection with an educational trip. (* see section on voluntary contributions)

Activities Where Charges May Be Applied

Trips and visits

Costs may be charged to cover the full cost of non-residential trips and visits.

Residential trips and visits

Costs may be charged to cover the full cost of the trip, including board and lodging. However, if the trip is a compulsory part of the syllabus for a public examination, parents/carers in receipt of certain benefits (see point 4 below) will be informed that full

remission will be provided by the school.

When a trip is offered to more students than places available, parents/carers will be notified of the policy for allocating places.

c) Music tuition

Music tuition for individuals or groups of students, provided that the tuition is provided at the request of the pupil's parent/carer.

d) Enrichment Activities

Enrichment activities which may be charged for are regarded as 'optional extras'. These activities do not form part of the National Curriculum, or part of the school's basic curriculum for Religious Education. Charges will not exceed the actual cost of provision.

Families Qualifying For Remission or Help With Charges

In order to remove financial barriers from disadvantaged pupils, the Governing Board has agreed that some activities and visits where charges can legally be made will be offered at no charge or a subsidised charge at the discretion of the Headteacher. This Remissions Policy sets out the circumstances in which charges will be waived. Criteria for remission is based on those that qualify for the Pupil Premium.

Additional Considerations

The Governing Board recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following guidelines:

- we have established a system for parents/carers to pay in instalments
- when an opportunity for a trip arises at short notice, it may be possible to arrange to pay by instalments beyond the date of the trip
- we acknowledge that offering opportunities on a "first pay, first served" basis discriminates against students from families on lower incomes and we aim to avoid that method of selection.

*** Voluntary Contributions**

The Governing Body may ask parents/carers for a voluntary contribution towards the cost of an educational visit.

Pupils of parents/carers who are unable or unwilling to contribute may not be discriminated against. Where there are not enough voluntary contributions to make the activity possible and there is no way to make up the shortfall, then it must be cancelled.

Once a decision has been made to continue an activity, no child will be discriminated against on the grounds of voluntary contributions. The following phrase will be inserted into each letter requesting a voluntary contribution:

‘A contribution of £..... is requested to enable this activity/trip to proceed. Parents/carers who are unable or unwilling to make the voluntary contribution, are required to indicate so on the return slip below. In the event that insufficient contributions are received by, and no other funds (to cover the shortfall) are available, the activity/trip will need to be cancelled. ’

Damage to property

The Governing Body reserves the right to ask parents/carers to contribute to the cost of repairs or of replacing defaced, damaged or lost property where this is a result of a pupil’s inappropriate behaviour.

General

The Governing Board may, from time to time, amend the categories of activity for which a charge may be made.