TITLE: CHARGING AND REMISSIONS POLICY
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GPS

Gawsworth Primary School

Learning Together to Achieve Our Best

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Purpose

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs and visits, can make toward a pupil's education. The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

The legislation governing the charging for school activities is set out in the Education Act 1996: Sections 449-462. This covers what a governing body may and may not charge for when activities take place either during or outside of school hours, including residential activities.

There are two types of financial contributions for which parents can be asked in relation to educational activities. The school may ask for a voluntary contribution to cover the cost of activities which enrich the curriculum, whereas permitted charges are a direct request to cover certain costs involved with a school activity or visit, including residential visits which are classified as optional extra activities.

Voluntary Contributions

When organising school activities or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the activity. All contributions are voluntary and if insufficient voluntary contributions are raised to fund the activity, then it will be cancelled.

No child will be excluded from an activity because their parents are unwilling or unable to pay. The child is still allowed to participate fully in the activity as long as parental consent has been given.

Any charge made in respect of individual pupils will not exceed the actual cost of providing the activity, divided by the number of pupils willing to participate. The charge will not take in to account any costs of staff employed by the school.

Permitted Charges

Materials and Textbooks

A charge may be made for any materials, books, instruments, or equipment where a pupil or parent wishes to retain items produced as a result of art, craft and design or design and technology. The school will inform parents prior to activities of the charge.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. Extra-curricular musical clubs provided by school are also without charge. However, there is a charge for individual or group music tuition if this is not part of the school curriculum and it is provided at the request of the parent.

Residential Visits

Residential visits take place for children in Years 2, 4 and 6. These are classified as 'optional extra activities' as they take place wholly or mainly outside school hours and are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education. A charge is made for the full cost of providing the activity. This may include the costs of travel, board and lodgings, additional staff costs, entrance fees, insurance, materials and equipment. The charge made to individual parents will not include any cost added to subsidise parents of children who are unwilling or unable to pay the charge.

During the academic year 2018-2019 Year 2 went to the Tattenhall Centre for a night. Parents were asked to pay £84.50. Year 4 went to the Conway Centre in Anglesey for 2 nights costing £212 and Year 6 went to France for a week. This trip cost £519.

Parents will be given the option of a payment plan to spread the cost of the residential visit.

Pupils whose parents are in receipt of benefits entitling them to free school meals will not be charged for board and lodging on residential visits. These costs will be borne by the school.

In the case of residential trips where the school has to make a commitment in advance, parents will be advised at which point the deposit becomes non-refundable.

Swimming

The school takes the children in Year 4, 5 and 6 swimming. This takes place in school time and is part of the National Curriculum. The cost of the lessons is paid through the school budget, however parents are asked for a voluntary contribution towards the cost of transport to and from the pool. Parents are informed when these lessons are to take place and are asked to provide written permission that their child can participate.

Damage/Loss to Property

At the Governors discretion a charge may be made for the replacement of any item of school property that is lost or damaged.

Lettings

The school may be hired by outside users at a charge. A separate Lettings Policy, based on the Local Authority's recommended charges for community or business use, exists to cover this type of charge.

Other Charges

The Headteacher, Finance Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services e.g. for providing a copy of a full OFSTED report.

Remissions

In circumstances of family hardship that make it difficult for pupils to take part in particular activities for which a charge is made of where parents are in receipt of some specific support payments which mean that the child qualifies for Free School Meals, the school will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher and School Finance Officer or designated school governor (minimum two signatures).