

# Newport Infant School

## Statement of Charging and Remissions Policy

Date of Policy Creation	November 2012
Policy Lead	Governing Body
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Frequency of review	Three yearly
Review Due	November 2015

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## STATEMENT OF CHARGING AND REMISSIONS POLICY

The Education Reform Act 1988 requires the Governing Body to " ... determine and keep under review a policy with respect to the provision of, and the classes or descriptions of cases in which they propose to make charges for, any optional extra or board and lodging in respect of which charges are permitted by Section 109 of this Act, ..."

The Governing Body have noted that the Education Reform Act allows charges to be made in the following areas:

Optional Extras	Activities not related to the National Curriculum or to prescribed public examinations or to fulfil duties relating to religious education taking place out of school time
Individual Instrumental Tuition	Individual instrument tuition not related to the National Curriculum or to prescribed public examinations
Materials used in craft subjects	Subject to the parents having agreed in advance they wish to own the finished product
Board and lodgings charges	At any time (in school time or otherwise) subject to full remission to those parents in receipt of Income Support or Family Credit Benefits for residential visits taking place or deemed to take place in 'school time'.
Examination Entry Fee	Public examinations not prescribed in regulations. Prescribed public examinations where the pupil has not been prepared by the school Resits of prescribed public examination where no further preparation has been provided by the school

The Education Reform Act does not debar voluntary contributions being made by parents.

The Governing Body would wish to try and ensure that the level of visits and activities established at the school continue but emphasise to parents that this can only happen with their full support and that activities will either be substantially reduced or cease altogether if parents are not prepared to contribute voluntarily.

The Governing Body note that parents are not debarred from making voluntary contributions in any situation including those in receipt of Income Support and Family Credit contributing towards the costs of board and lodgings, or visits and activities in school time, if they so wish.

The Governing Body also note that there are no restrictions on the level of voluntary contribution that can be made nor are there any restrictions as to the use to which such contributions may be put.

The Governing Body notes that the Education Reform Act prescribes:

- ◆ that no charges may be levied for school activities taking place or deemed to take place in school time
- ◆ that voluntary contributions must be genuinely voluntary
- ◆ that there is no obligation on parents to contribute and
- ◆ that pupils will not be treated differently according to whether or not their parents have made any contribution.

The Governing Body recognises that participation in all trips and visits is voluntary and notwithstanding the charging requirements parents have the right, for whatever other reasons, to choose that their children not participate.

The Charging and Remissions Policy for Newport Infant School will, for the time being, be as follows:

1. The Governors reserve the right to make charges where the law allows and as set out above
2. Individual instrumental tuition able to be accommodated at the wishes of parents will be on the understanding that parents meet the full costs involved
3. From time to time it may be possible for the costs of trips and activities to be subsidised either wholly or in part from private school funds. Parents will be so informed when these occasions arise.
4. The Governing Body notes that the LA will fund board and lodging remission costs for "in school time" courses at the Shropshire Outdoor Education Centre, Arthog.

Should the Governing Body choose to hold "in school time" residential visits at some other venue, remission of board and lodging costs will be provided by the school to those who are entitled and who claim.

5. The Governing Body ask that parents will meet or contribute towards the costs of damage to or loss of school property arising out of individual pupils' behaviour.

This policy statement will be kept under review.

## **CHARGING FOR EXTRA-CURRICULAR ACTIVITIES**

### **School Visits/Activity**

Each class may make 2/3 visits per year to places of interest or performances in connection with their class work.

Some funding would be taken from the school funds but the visits/activity would only take place if parents were willing to support it financially.

It is important to note that no child has ever been omitted from an activity because parents were unwilling or unable to contribute. It is hoped that such relationships have been formed between parents and staff that provision can be made for financial assistance when necessary.

**Additional provision** of materials met from school and PTA funds have included theatre groups, puppeteers, books, musicians, Christmas Parties and other enrichment activities.

**Cooking materials:** if parents wish for a finished product a charge may be made.

**Music books** and recorders may be purchased from school.

**Breakages or damage** to property - if something has been broken or damaged as a result of a child's behaviour a charge may be made eg

damaged or defaced book

replacement of broken window

torn, soiled clothing requiring dry cleaning or mending.

Approved by the Governing Body at their meeting on 27 November 2012.