



**All Saints' Church of England Primary School**

**Charging and Remissions Policy**

Presented to and adopted by governors: June 2022  
Future Review Date: June 2023

Signed \_\_\_\_\_

## **Mission Statement**

**All Saints' is a welcoming school community which aims to engage the full potential of all its pupils. Within a framework of Christian teaching, the values of love, truthfulness and forgiveness underpin all that we do at All Saints'. Our aim is to develop confident, capable and caring children.**

### **Activities without Charge**

There will be no charge for the following:

- ❖ Education provided during school hours, including the supply of any books, instruments or other equipment.
- ❖ Transport provided in school hours to carry pupils between the school and an activity.
- ❖ Education provided outside school hours if it is part of the National Curriculum.
- ❖ Instrumental or vocal tuition, for pupils learning individually or in groups as part of the National Curriculum.

### **Voluntary contributions**

To assist with funding, the school may ask for voluntary contributions towards the cost of school time activities, including trips or visits, which enrich the curriculum and the educational experience of the children.

All contributions are voluntary, however if we do not receive sufficient voluntary contributions, we may cancel a visit or activity.

If a trip goes ahead, it may include children whose parents/carers have not paid any contribution. We do not treat these children differently from any others.

Whenever possible, the school will give sufficient notice to allow parent/carers to pay by instalments.

If a parent wishes their child to take part in a school trip or event but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Subsidies from various sources e.g. School Fund, Friends of All Saints', voluntary organisations, will be considered to cover deficits. Parents have a right to know how each trip is funded. The school will provide this information on request.

## **Chargeable Activities**

Charges may be made for some activities that are known as 'optional extras'. Where an optional extra is being provided, a charge can be made for providing materials, books, instruments or equipment. Optional extras are:

- ❖ Education provided outside of school time that is not part of the National Curriculum; part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school; or part of a religious education.
- ❖ Transport (other than transport that is required to take the pupil to school or to other premises where the local authority/governing board have arranged for the pupil to be provided with education).
- ❖ Board and lodgings for a pupil on a residential visit – subject to the Remissions Policy below.
- ❖ Provision of instrumental and vocal tuition which is not part of the National Curriculum and which may take place during the school day at the request of parents/carers.
- ❖ Before and After School Club activities. We reserve the right to make a small charge for these activities.

Any charge made in respect of individual pupils will not exceed the actual cost of providing the optional extra activity, divided equally between the number of pupils participating. It will not include an element of subsidy for pupils wishing to take part in the activity whose parents/carers are unwilling or unable to pay the full charge.

## **Residential visits**

If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do make a charge to cover the costs of board and lodging, subject to the Remission Policy below.

## **Remissions Policy**

- ❖ There will be no charge for board and lodging for those pupils entitled to free school meals, whose parents/carers can prove they are in receipt of any of the following:
  - ❖ 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 you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
  - ❖ Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit

- ❖ Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Charges for other 'chargeable activities' may also be fully or partly remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.