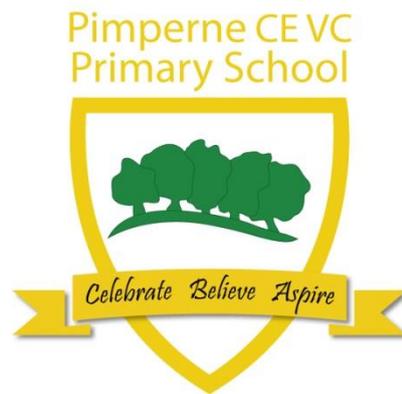


Pimperne Primary School



Charging and Remissions Policy

CHARGING AND REMISSIONS POLICY

Introduction

We recognise the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

We aim 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.

We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extracurricular) independent of their parents'/carers' financial means. This 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.

Any charges made by the school must meet the requirements of the Education Reform Act 1996. The governors endorse the guiding principles contained in the Act, in particular that no child should have his/her access to the curriculum limited by charges.

Roles and responsibilities of Headteacher, Other staff, Governors

The Headteacher, Staff and Governors will ensure that the following applies:

1. Activities for which charges may be made

a) Voluntary Contributions

The Governing Body may ask parents for a voluntary contribution towards the cost of any activity that take place during school hours. Parents are under no obligation to make any contribution and the children of parents who are unable or unwilling to contribute will not be discriminated against. Charges will be made to meet the cost of the activity and the school does not aim to profit from any voluntary contribution. In the event of insufficient voluntary contributions being made some activities may have to be cancelled. Voluntary contributions could include contributions towards the transport for activities such as swimming lessons.

b) Activities outside school hours

Non-residential activities which take place outside school hours, but only if the majority of the time spent on that activity takes place outside school hours.

c) Residential activities

Board and lodging costs (but only those costs) of residential trips deemed to take place during school time. However, pupils whose parents/carers are in receipt of certain benefits (see point 2 below) may not be charged for board and lodging costs. Residential trips deemed to take place outside school time will also be included in the costs. When any trip is arranged parents/carers will be notified of the policy for allocating places.

d) Music tuition

Music tuition for individuals or groups of up to four pupils.

e) Loss, Damages and Breakages

f) Practical Activities

Parents may be asked for donations especially when pupils wish to take finished work home.

In cases of loss, damage or breakages of school equipment, resources and premises. The school make a charge to cover the cost of replacement or repair.

2. Families qualifying for remission or help with charges

In order to remove financial barriers from disadvantaged pupils, the Governing Body has agreed that some activities and visits where charges can legally be made will be offered at no charge or a reduced charge to parents/carers in particular circumstances. This remissions policy sets out the circumstances in which charges will be waived. Criteria for qualification for remission are given below.

Parents/carers in receipt of:

- Income Support
- Income-based Jobseekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999

- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by HM Revenue and Customs) does not exceed the sum given in the Revenue and Customs rules
- Guaranteed State Pension
- Pupil Premium entitlement

Arrangements for monitoring and evaluation

The Governing Body will monitor the impact of this policy by receiving, on a yearly basis, a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies. It will seek to evaluate the impact of the school's extended services on those children most in need of additional support.

Charging and Payment

Many of our activities and clubs are now payable via our online payment system 'School Money'. This is in order to limit the amount of cash that the office staff have to deal with and lessens the associated risks.

The school office are able to offer simple instruction for all, in order to create an account, and use the system. Booking is necessary in advance, for Breakfast Club and the school run After School Club. For occasional emergencies bookings, please ring the school office and they will make a booking to your account.

This policy was reviewed in December 2016

Next review date is December 2017