North Chadderton School

Charging and Remissions Policy

Contents

Introduction

Aim

Responsibilities

Prohibition of Charges

Publication of Information

Charges

Remissions

Voluntary Contributions

Introduction

This policy has been formulated in accordance with Authority's guidance on: Charging for School Activities.

Aim

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

Responsibilities

The Governing Body of the School are responsible for determining the content of the policy and the Headteacher for implementation. Any determinations with respect to individual parents will be considered jointly by the Headteacher and Governing Body.

Prohibition of Charges

The Governing Body of the School recognise that the legislation prohibits charges for the following:

- 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 pupil is being prepared for at the school, or part of religious education;
- tuition for pupils learning to play musical instruments if the tuition is required as part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- entry for a prescribed public examination, if the pupil has been prepared for it at the school;
- examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school;
- education provided on any trip that takes place during school hours;
- education provided on any trip that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip;

- transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport;

- transporting registered pupils to other premises where the governing body or local education authority has arranged for pupils to be educated;
- transport that enables a pupil to meet an examination requirement when he has been prepared for that examination at the school;
- transport provided in connection with an educational trip.

Publication of Information

A summary of this policy will be included in the School Prospectus which will specify what charges are/are not to be made and for which activities voluntary contributions will be invited from parents.

Charges

Details of Charges to be made:

(a) board and lodging on residential visits (not to exceed the costs)

(b) the proportionate costs for an individual child of activities wholly or mainly outside school hours ('optional extras') to meet the costs for:

(i) travel
(ii) materials and equipment
(iii) non-teaching staff costs
(iv) entrance fees
(v) insurance costs
(vi) teaching costs engaged specifically for the activity & supplying such staff with travel, board & lodging.

(c) individual tuition in the playing of a musical instrument

(d) re-sits for public examinations where no further preparation has been provided by the school

(e) costs of non-prescribed examinations where no further preparation has been provided by the school

(f) examination fees for entries which the pupil fails to attend (including failure to complete the required coursework) except by reason of sickness.

(g) any other education, transport or examination fee unless charges are specifically prohibited.

(h) breakages and replacements as a result of damages caused wilfully or negligently by pupils

(i) extra-curricular activities and school clubs.

Remissions

Details of Remissions:

Children whose parents are in receipt of the following support payments

a) Income Support;

b) Income Based Jobseeker's Allowance;

c) Support under part VI of the Immigration and Asylum Act 1999;

d) Child Tax Credit, where the parent is not entitled to Working Tax Credit and whose annual income (as assessed by The Inland Revenue) does not exceed £16,040.

(In respect of (d) above, account will be taken of any revision to the amount as advised by the DfE)

will be entitled to the remission of charges to:

- Music Tuition
- Board and Lodging costs during residential school trips if the trip is part of a prescribed school/examination syllabus

Voluntary Contributions

Governors recognise that some activities may not be provided out of such resources as exist at the present time. It would thus be the intention of the Governors to seek voluntary contributions from parents as would cover the cost of such activities.

Parents may be invited to make a voluntary contribution for the following:

a) Educational Visits
b) Educational Resources

The terms of any request made to parents will specify that the request is for a voluntary contribution and in no way represents a charge. In addition the following will be made clear to parents:

a) that the contribution is genuinely voluntary and a parent is under no obligation to pay

b) that registered pupils at the school will not be treated differently according to whether or not their parents have made any contribution in response to the request; and

c) should such contributions be not forthcoming then these activities may not take place and alternatives not involving such costs may need to be identified.

The responsibility for determining the level of voluntary contribution is delegated to the Headteacher.

Voluntary contributions will be used to:

- Fund Educational Visits
- Support Additional Educational Resources