

Baines' Endowed Primary School and Children's Centre, a Church of England Academy

Charging & Remissions Policy

Philosophy

Our Mission Statement states:

“With God’s help we work, grow and succeed together”

which clearly emphasises the value we place on every individual in our school, adults and children alike, working and moving forward together, supporting each other as a family. Thus we recognise the entitlement of every child to have full access to a broad, balanced and differentiated curriculum, irrespective of gender, race, colour, religion, particular needs or financial security. Baines' Endowed Primary School and Children's Centre are part of Cidari Education, Blackburn Diocese Multi Academy Trust and the position of the Academy Trust is clear, that no child's education should be in anyway compromised by the ability of their parents or carers to pay. All statutory curricular provision and religious education during school hours is free. There are also a wide range of extra-curricular activities which children can access free of payment.

Enhancements to curricular experiences may be offered if parental voluntary contributions supplemented, where possible, by funding from the school budget, donations or fund-raising, are sufficient to meet all costs. We will use a small amount of our Pupil Premium to support those eligible families to meet the costs. Children whose parents are in receipt of certain 'support' payment may be eligible for further remissions. Please contact the Headteacher for further information.

Individual or small group music tuition, additional to national curriculum provision, can be offered within the budget set by the governors and as supplemented by a small charge per lesson agreed in advance by governors.

Aims

To ensure access for all children to a broad and balanced curriculum,
To ensure access to extra-curricular/enhanced curricular provision is available to all children regardless of ability to make a financial contribution.

Content and Methodology

School Trips

When organising school trips or visits which enhance the curriculum and educational experience of the children, consideration is given to the value for money of these experiences and the potential for parents to afford the contribution required. The Trustees/Local Governing Committee make an annual contribution to the reduce the cost of school trips for each child – this money is from their income from lettings.

If it is decided that the trip should go ahead the costs are divided between the numbers of children to be invited to go. Parents are invited to make payment of this as a voluntary contribution. A decision is taken in advance as to the maximum funding available to supplement parental contributions. If sufficient voluntary contributions are not made, the trip is cancelled. If a trip goes ahead, it may include children whose parents have not paid any contribution if they have returned their permission slip.

Parents have a right to know how each trip is funded. The school provides this information on request.

Residential Visits

Each year a residential visit for Y6 is organised for them to take part in adventure activities. Parents pay the full cost of this visit. In cases of hardship school may reduce the cost to a family, supplementing the parental contribution from the field trip budget. Children who do not go on the residential visit are offered a range of activities within school and day trips out of school in line with the above paragraphs. These visits may be supplemented from the field trip budget. Pupil premium money will be used to supplement the parental contribution to the maximum of £100 per child.

Music Tuition

Since music is part of the National Curriculum, charges are not made for class/group musical activities provided to meet statutory requirements – DfES circular 2/89 paragraphs 38-41. Charges are not made for involvement in the school choir or extra curricular music tuition undertaken by members of staff. There is a charge for individual and group music tuition not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. We make a standard charge of £3.50 per child per lesson for these, the remainder coming from the school's delegated budget. In cases of hardship parental contribution can be waived; the Headteacher makes this decision. Each year the Governors choose to meet the tuition costs of two children through a scholarship.

Extra Curricular Provision (including sporting fixtures)

Sometimes children taking part in extra-curricular activities are taken on visits or to sports fixtures. Where appropriate the cost of transport is funded from the school budget, but a small voluntary contribution may be requested to cover transport costs if this involves a lengthy coach journey.

Materials/resources

Parents are not asked to contribute to the costs of materials/equipment eg. ingredients for baking. (DfES Circular 2/89 paragraphs 15-17). All costs for such activities are met by the school's delegated budget.

Parents are asked for a nominal payment if reading books are lost/damaged beyond use. Once again this may be waived in the case of hardship. No child will be prevented from having a reading book because of parental refusal to meet the cost of lost/damaged books.

Childcare

Charges are made for childcare before and after school and during the school holidays. Further information about these charges can be found in our Children's Centre Fees and Debt Policy 2015.

School Meals

Charges are made to cover the costs of school meals, with the exception of children in EYFS and KS1 who currently receive Universal Infant Free School Meals. There is no charge for the breakfast provided daily as this is funded by Blackpool Borough Council. Please contact the school office if you believe your child may be eligible for free school meals.

In line with the policy of Cidari Education Ltd., our Multi Academy Trust, charges may be made by the school/centre for:

- replacement of broken windows or fittings, defaced or damaged text books or any other damage or loss occurring as a result of pupils' poor behaviour. The academy is empowered to recover this loss and resultant costs as a civil debt.
- unpaid charges legally recoverable will also be recouped, together with resultant costs, as a civil debt.

Monitoring and Review

Our procedures for monitoring and reviewing the principles and procedures laid out within this policy:

- ◆ personal evaluation of procedures adopted in the light of newly issued guidance, reading or courses attended by the Educational Visits Co-ordinator, Subject Leader for Music, School Business Manager or Headteacher;
- ◆ discussion with staff as to the effectiveness of the procedures;
- ◆ discussion with children as to the effectiveness of extra or enhanced curricular experiences.
- ◆ discussion with members of governors as to the effectiveness of the policy.

Policy last updated October 2016.

The Charging & Remissions Policy at Baines' Endowed C of E Primary School will be reviewed and modified on a regular basis at least every two years.

It is possible to add amendments to this document prior to a review and these will be incorporated into the next issue. To add comments please complete the information on this sheet adding the date and signing where indicated.

Name of person responsible for this policy – Miss J. Snape

Policy Adopted by the Governing Body

Signed _____

Date _____

Date	Proposed Amendment	Signed