



Black Firs Primary School Charging and Remissions Policy

Policy for the charging for extra-mural activities

Rational

At Black Firs our learning philosophy supports the need for extracurricular activities, because,

- Importance of first-hand experiences
 - Central how we work with children
 - Understanding comes from experience
 - Can't access full range of experience in School

To deliver a relevant, broad and balanced curriculum these additional experiences take place both on and off the school site and all activities are chosen to support the children's learning and this ethos.

This Charging Policy has been compiled in line with DfE requirements in accordance with S449-462 of the Education Act 1996 which clarifies the activities for which charges can be made or voluntary contributions sought and gives schools the discretion to charge for optional activities, provided wholly or mainly out of school hours and the right to invite voluntary contributions for the benefit of the school or in support of any activity organised by the school whether during or after school hours. It relates to all children on roll.

Schools and local authorities **can** charge for:

- any materials, books, instruments, or equipment, where the child's parent wishes him to own them;
- optional extras (see below); and
- music and vocal tuition, in limited circumstances (*see below*).

Residential Visits

Schools **cannot** charge for:

- education provided on any visit that takes place during school hours;
- education provided on any visit 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 child is being prepared for at the school, or part of religious education; and
- supply teachers to cover for those teachers who are absent from school accompanying children on a residential visit.

Schools **can** charge for:

- board and lodging and the charge must not exceed the actual cost.

When a school informs parents about a forthcoming visit, they should make it clear that parents who can prove they are in receipt of the following benefits will be exempt from paying the cost of board and lodging:

- Income Support
- 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*)

We define these activities as those which, without the support of parents, we do not have funding to support. Voluntary but realistic contributions will cover costs; will be requested.

Ratified by the Governing Body.

Date: spring 2023 Reviewed Date: Spring 2025, update Spring 2026

For day based educational visits

- One chargeable visit a term with an average £20 term maximum
- Class Teams will contact parents, before a visit is planned, to gauge support
- Charges will be a parental contribution towards the cost – not the full cost
- If there isn't enough support the visit / activity will be cancelled
- Charges will be limited in accordance with legislation
- Parents not able to meet these costs may make arrangements with the Headteacher.

Transport costs

Donations toward the cost of transport will always be passed on and charged.

Charges

The Governing Body reserves the right to make a charge in the following circumstances allowed by the Act:

- The provision of music tuition given to children as individuals or in groups, except where it is to fulfil statutory duties relating to the National Curriculum or requirements specified in the syllabus for a public exam
- Ingredients and materials for cooking, Art, Craft, Design & Technology activities. Materials will be charged for (*or parents will be required to supply these*) if they have indicated in advance a wish to own the finished product.
- Activities which take place outside school hours and which are not a statutory part of our Curriculum e.g. outings, visits, sports coaching, cycling courses.
- Trips and activities during the school day (*through a voluntary contribution*)
- Activities which involve children in nights away from home will include charges for board, lodging and travel costs.
- Families in receipt of Child Premium will be exempt from these charges.
- The costs will not exceed the actual cost of provision.

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary; however, should we not receive sufficient contributions to make the trip viable, it might be cancelled. If a trip goes ahead, it will include children whose parents have not paid any contribution. 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, however a meeting must be held with the Headteacher prior to the trip. The school will provide to parents a breakdown of how trips and activities are funded.

Breakages In cases of wilful damage, breakage or loss of equipment on loan to children, the Headteacher, in consultation with the Local Governing Board, LGB, may decide to make a charge. Each incident will be dealt with on its own merit and at their discretion.

Financial Support

The LGB has a Child Premium statement for the academic year. Financial support will be offered to those families for Educational Visits & Residential Visits.

As with for all families, parents can approach the Headteacher regarding financial support. The School will endeavour seek funding from charitable or other sources to fund these activities.

Ratified by the Governing Body.

Date: spring 2023 Reviewed Date: Spring 2025, update Spring 2026

Music Tuition

All children study music as part of the school curriculum for which there is no charge. A charge is made for individual or group music tuition if this is not part of the Curriculum. Peripatetic music teachers teach individual or small group lessons. These teachers will make a charge for these lessons which must be paid directly to the peripatetic teacher, not through school. We give parents information about additional music tuition on our website.

Swimming

The School organises swimming lessons for all children in Lower Junior Team. These take place in school time, for all three terms, and for two years; this is an important part of our Curriculum. The School undertakes to cover the cost of the pool hire and coaching costs but does ask for a small contribution toward transport to the leisure centre, currently £17 a term.

Online Payments

Parental contribution requests for visits or residentials will be put on to the online payment system for parents to pay.

Charging of Out of School Club or Preschool

This is dealt with under separate procedures and is charged at full cost recovery booked at the parent's request.

Monitoring arrangements

The Headteacher and Office Manager monitors charges and remissions and ensures these comply with this policy. This policy will be reviewed by Local Governing Board, LGB, annually. At every review, the policy will be approved by the LGB.