

Grendon Primary School



Charging and Remission Policy

2020-2021

Introduction

Grendon School is committed to providing quality education based on equality of opportunity, access and outcomes. In practice, this means the children have an entitlement to benefit from all educational activities and to:

- participate fully in the school curriculum
- contribute to all aspects of school life; and
- be a valued partner in the process of education

These objectives must be seen to inform educational activities, whether in or outside school and are therefore integral to the process of charging for school activities and to the remission which is available to parents/guardians who are on a low income. We aim:

- to make school activities accessible to all students regardless of family income
- to encourage and promote external activities which give added value to the curriculum
- to provide a process which allows activities to take place at a minimum cost to parents, pupils and the school; and
- to respond to the wide variations in family income while not adding additional unexpected burdens to the school budget

Grendon School will strive to ensure that all pupils take part in school activities regardless of parental income. Parents are encouraged to discuss difficulties related to the cost of school activity and school will work with parents to find a solution.

The development of a range of activities forms part of the school's forward planning process and is linked to the annual budget cycle with a particular emphasis on the identification of specific resources to support such activities.

It includes a number of key factors:

- the value of certain activities in relation to age/need of pupils
- the cost of activity set against their educational value
- how the activity will be paid for
- the appropriate process for raising funding
- and assessment of whether the educational aims can be met in any other way
- an understanding of the various types of activities involved – for example, educational visits, music tuition, materials for practical work
- reference to additional or hidden costs – for example, lunch money and pocket money
- an assessment of local facilities

DfE 'Charging for School Activities' October 2014 states:

School Governing bodies and local authorities cannot charge for:

- an admission application to any state funded school - paragraph 1.9 (n) of the 'School Admissions Code 2012' rules out requests for financial contributions as any part of the admissions process;
- 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;
- instrumental or vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent;
- entry for a prescribed public examination, if the pupil has been prepared for it at the school; and
- examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school

Schools and local authorities can charge for:

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

Optional extras

* education provided outside of school time that is not:

- a) part of the national curriculum;
- b) part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school; or
- c) part of religious education.

* examination entry fee(s) if the registered pupil has not been prepared for the examination(s) at the school;

*transport (other than transport that is required to take the pupil to school or to other premises where the local authority/governing body have arranged for the pupil to be provided with education);

*board and lodging for a pupil on a residential visit;

***extended day services offered to pupils (for example breakfast club, after-school clubs, and supervised homework sessions).**

Charges for School Activities

It is the policy of the Governing Board that:

Practical Activities

Ingredients, materials and equipment required for practical subjects such as craft, needlework, pottery, cookery and designing and making will be provided free of charge at school. However, parents who are willing to contribute in cash or kind on a voluntary basis will be encouraged to do so. The Governors will make a charge for the ingredients or materials used if parents have indicated in advance that they wish to own the finished product.

Damage or Loss

Contributions may be requested from parents to replace lost or damaged books or other school equipment, to repair damage to school buildings, grounds, fittings or furniture, if this was the result of pupil misbehaviour. Parents are asked to contribute a set charge of £7.00 for lost books.

Non-residential Activities

(including day trips, puppet shows, in school presentations)

The law states that no charges may be made for transport, insurance, entrance fees, or the like. However, the Governors will invite parents to make voluntary contribution to cover these costs. The Governors will suggest a minimum contribution as a guide. This figure will represent the total cost of the function divided between the number of pupils likely to participate. The activity may have to be cancelled if:

- * a number of pupils decide not to take part OR
- * the amount of money collected as voluntary contributions does not reach the minimum amount required for the essential costs to be covered. Any surplus will be spent at the discretion of the Head Teacher at or before the end of the school year.

Education outside school hours

Residential Trips Outside School Hours

These trips are deemed to be 'optional extras'. The full cost will be charged to parents of those pupils who wish to take part.

Residential Trips Inside School Hours

At the time of writing this Governing Body has no funds at its disposal to remit these charges. It follows therefore that no residential trips will take place wholly or mainly within school hours unless the arrangements are made by a third party.

Residential Activity

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 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 visit.

Schools can charge for:

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

Remission Policy

To ensure that access to activities becomes a reality and that outcomes reflect intentions, Grendon School will implement the following Remission Policy. The fundamental aim of this policy is to ensure that all pupils gain fully from everything that the school is able to offer them and is based on understanding of the relationship between low income, entitlement and access. This policy takes into account the very real and persistent difficulties which people on low income have in meeting the costs of educational activities for their children.

Grendon School provides a range of after school clubs. In the main these are free with the exception of Music. Children are given the opportunity to play a musical instrument in school. The musical instrument is provided as part of the tuition.

There is a small termly cost for this after school activity. **For the academic year 2020-21 the cost will be £35.00 per term, £100 annual fee (£5 saving)**