



# Charging Policy



Brailes C of E Primary School

## 1. AIMS

- 1.1 We believe that all our pupils should have the opportunity to benefit from school activities and visits during their time at Brailes School. This Charging and Remissions policy describes how we will do our best to ensure a good range of visits and activities is offered, whilst at the same time trying to minimise the financial barriers which might otherwise prevent some pupils taking full advantage of the opportunities offered.
- 1.2 The Governing Body recognises that legislation prohibits charges for the following:
- Education provided during school hours (including the supply of any materials, books or other equipment).
  - Education provided outside school hours if it is part of the National Curriculum.
  - Tuition for pupils learning to play musical instruments (or singing) if the tuition is required as part of the National Curriculum.
  - Education provided on any trip that takes place during school hours. However, Governors have agreed that Voluntary Contributions may be requested.
  - Education provided on any trip that takes place outside school hours if it is part of the National Curriculum or part of the school's basic curriculum for religious education.
  - Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip.
  - Transport provided in connection with an educational trip. However, Governors have agreed that Voluntary Contributions may be requested.

## 2. ACTIVITIES FOR WHICH CHARGES MAY BE MADE

- 2.1 The Governing Body encourages staff to plan educational visits to enhance the learning experiences of the children. When planning educational visits staff will normally work out the cost per child based on the number of children in the class. Voluntary contributions from parents are requested to support such visits. If not enough voluntary contributions are received then a trip may be cancelled. If parents wish their child to participate in trips and visits, but are not willing to make a voluntary contribution, then the school would not exclude the child. Most class based trips are currently subsidised by the parents' association known as the Friends of Brailes School (FOBS).
- 2.2 Situations when a charge will most often be made:
- **Music tuition** - All children study music as part of the National Curriculum and no charge is made for this. There is a charge for individual or group instrumental if this is not part of the National Curriculum.
  - **Residential Trips** - All children in Years 4, 5 and 6 are invited to participate in 4 day residential trips. As these are not part of the National Curriculum parents are asked to pay the full cost.
  - **Clubs and activities delivered by a third party** - these activities will always be chargeable, although occasionally the school may subsidise the cost.

- **Wilful damage to school property** - when a non accidental breakage or damage occurs, the school will expect parents to replace the item/make good the damage.
- **Lost books** - school will expect parents to replace any lost reading scheme or library books.

### 3. REMISSIONS

- 3.1 Those parents in receipt of the following benefits may be offered assistance in paying for trips or given a longer period to pay in instalments, enabling their children to access all activities. Parents should speak in confidence to the Office Manager or Headteacher if this applies to them.
- Universal Credit.
  - Income Support (IS).
  - Income Based Jobseekers Allowance (IBJSA).
  - 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 Her Majesty's Revenue and Customs) does not exceed £16,190 (financial year 2013/2014).
  - The guarantee element of State Pension Credit.
  - An income related employment and support allowance that was introduced on 27 October 2008.
- 3.2 Children who have claimed Free School Meals in the last 6 years are eligible for the Pupil Premium. The school may choose to pay for certain activities for the child if the activity fits the criteria for Pupil Premium spend.