



Charging And Remissions Policy

Autumn 2023



Brierley Primary School & Little Bears Nursery
Mirion Street
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CHARGING AND REMISSIONS POLICY

Nurture, Aspire, Believe, Achieve

The headteacher and Governing Board recognise the value of providing a wide range of experiences to enrich and extend pupils' learning and to contribute to their personal development. The headteacher and Governing Board aim to promote and provide such experiences for the pupils of Brierley Primary School, as part of a broad and balanced curriculum.

Many of these activities have an associated cost and cannot be provided unless voluntary contributions are received or parents are charged for the cost.

This policy sets out the circumstances in which charges will or will not be made for school activities and when charges may be waived in order to ensure that all pupils have an equal opportunity to benefit from educational visits, curricular and extra-curricular activities.

STATEMENT

The policy complies with the requirements of the Education Act 1996

Where 'parent' is referred to this will include adults with a responsibility for the pupil. We aim:

- To make school activities accessible to all pupils 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/s.
- To respond to the wide variations in family income while not adding additional unexpected burdens to the school budget.

LEGISLATION

Education During School Hours

The DfE in its guidance to School Governors states, that "education provided during school hours must be free. The definition of "education" includes materials, equipment and transport provided in school hours by school to carry pupils between the school and an activity." It goes on to advise that, "although schools cannot charge for school time activities, they may still invite parents and others to make voluntary contributions."

When additional costs are incurred by the school to enhance the curriculum opportunities for the pupils, parents may be requested to make voluntary contributions. However, no pupil will be left out of an activity because his or her parents cannot or will not make a contribution of any kind.

Education Outside School Hours

The DfE in its guidance to School Governors states that "Parents can only be charged for activities that happen outside school hours when these activities are not a necessary part of the national curriculum or religious education. No charge can be made for activities that are an essential part of the syllabus for an approved examination. Charges may be made for other activities that happen outside school hours if parents agree to pay. The Education Reform Act 1988 described activities, which can be charged for as "optional extras".

REMISSIONS

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

Where parents are in receipt of Universal Credit or Child Tax Credit (as long as Working Tax Credit is not also received), the Governing Board may observe its statutory requirement to remit in full or in part the cost of board and lodgings for a residential activity that the school organized for the pupil if the activity is deemed to take place within school hours.

There may be cases of family hardship which make it difficult for parents to make a contribution for particular activities. When arranging a chargeable activity the Governing Board will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the headteacher in consultation with the Chair of Governors.

Data Protection of Pupils and Families

Teachers will ensure that these children are not publicly identified. This is particularly important as the fear of stigmatization is often a key element in the non-take up of Free School Meals.

Contributions

Voluntary contributions may be requested to help with providing activities even though they may be part of the normal school day or part of the National Curriculum.

If voluntary contributions are requested for an activity it should be clearly understood that there is no obligation to contribute and that if the parent is unable or unwilling to pay, the child will not be excluded from the activity.

If sufficient contributions are not received the activity may be cancelled.

Charges

The Governing Board reserves the right to make a charge for the activities and items detailed below:

- Visits which are not part of the school curriculum or are outside of the school day (i.e. weekend residential);
- After / before school clubs;
- Music tuition if it is not required for the National Curriculum and is provided for an individual pupil or for groups of pupils;
- Damage to school property – the cost of replacing any item, e.g. broken window, lost books;
- Visits to school by professionals e.g. authors, storytellers, musicians, dancers, artists etc.

Charging For Early Childcare

The school provides free places in our Nursery for children aged 3+ for 15 or 30 hours a week.

- The MORNING session is from 8:40am-11:40am. This is a 3-hour session – Funding may be used or £12 per session.

- The LUNCHTIME session is from 11:40am – 12:20pm. This 40-minute lunch session is covered by school staff including mid-day assistants. Cost: £2.50 per session.
- The AFTERNOON session is from 12:20 – 3:20pm. This is a 3-hour session – Funding may be used or £12 per session.

Full time offer:

If parents/carers require 5 full days 8:40am – 3:20pm, these are provided at a discounted cost of £70 per week in addition to the 15 free hours entitlement funding.

Charging For Breakfast and After School Provision

The school provides wrap around care covered by school staff.

- Breakfast Club (7:30am-8:30am): £3.50
- After School Club (3:15pm -6pm)
 - 3:15pm – 6pm = £9.50
 - 3:15pm – 4pm = £3.00
 - 3:15pm – 4.30pm =£4.00
 - 4:00pm – 6pm = £9.50 (Following an extracurricular school club)
 - Sibling staying until 6pm - £8.50

The Governing Board may amend the categories of activity for which a charge may be made.

Nothing in this policy statement precludes the Governing Board from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

Other Outside Provider Charges

Charges will be made for the use of the schools' premises. We work to a sliding scale and the charges are largely dependent on the nature of the provider and are determined on an individual case basis by the Finance, Buildings and Personnel Committee and agreed by the Full Governing Board.