

Charging and Remissions Policy

Hawthorn Primary School



INDIVIDUALLY WE MATTER, TOGETHER WE SHINE

Approved by: Governing Board

Date:

Last reviewed on: March 2020

Next review due by: January 2025

HAWTHORN PRIMARY SCHOOL
Charging and Remissions Policy Statement

RATIONALE

The Governing Board of Hawthorn Primary School recognises the valuable contribution that the wide range of additional activities, including educational visits and visitors, residential experiences and clubs can make towards pupils' education.

The Governing Board aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

CONTEXT

The law states that education provided during school hours must be free. This definition includes materials, equipment and transport provided in school hours by the Local Authority or the School. No pupil may be left out of an activity because their parents cannot or will not make a contribution of any kind.

AIMS

- To make school activities accessible to pupils regardless of family income.
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school and;
- Which acknowledges the cost of such activities to the school's budget.

CHARGES

The Governing Board reserves the right to make a charge in the following circumstances for activities organised by the school

Residential Activities Taking Place Largely Outside of School Hours

The full cost to each pupil of board and lodging. Parents have the right to claim free activities if they are in receipt of the following state benefits:

- Income Support
- Income based Job Seekers Allowance
- Support under section VI of the Immigration and Asylum Act 1996
- Working tax credit and an annual income that does not exceed the published Inland Revenue threshold
- Universal credit

Activities outside School Hours

The full cost to each pupil of all approved activities deemed to be optional extras that are not a necessary part of the national curriculum.

Individual Instrumental Tuition

The full cost to the pupil for providing any instrumental tuition if the cost is not an essential part of the national curriculum or examination syllabus.

REMISSIONS

There will be no obligation for any parent to make a contribution towards the cost of school activities and to the School Fund.

The Governing Board may wish to remit in full or in part the cost of other activities for particular pupils, for example, in the case of family hardship. The Headteacher has been delegated the authority to authorise any such remission on behalf of the Governing Board. Appeals against any decision may be made to the Appeals Committee of the Governing Board.

VOLUNTARY CONTRIBUTIONS

Voluntary contributions may be requested from parents to cover the cost of the following activities:
cost of materials, bus fares, entrance fees, school visitors etc.

GENERAL

Parents will be advised where an activity taking place is dependant on the receipt of sufficient voluntary contributions. However, where such an activity does take place all eligible pupils will be invited to take part whether or not their parents have made a voluntary contribution.

The Governing Board may from time to time, 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 additional activities, which take place in school time.