



# **CHARGING AND REMISSIONS POLICY**

**Date Adopted: February 2020**

**Next Review: February 2023**

**Reviewed by [The Full Governing Body](#)**

**Status: Statutory**

**We recognise the valuable contribution that the wide range of additional activities, including visits, clubs, workshops and residential experiences can make towards pupils' education. We aim to promote and provide such activities as part of a broad and balanced curriculum for the pupils of Water Street School and as additional optional activities.**

**We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents'/carers' financial means. This policy describes how we will endeavour to ensure a varied and stimulating range of visits and activities are offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.**

**The Governing Body of Water Street School have agreed this policy in accordance with the DfE Circular 2/89 and also 'Charging for School Activities' DfE May 2018**

### **Roles & Responsibilities of the Headteacher, Staff & Governors**

The Headteacher, Staff & Governors will ensure that the following applies:

#### **1. No charges will be made for:**

- 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 examination, which the pupil is being prepared for at the school, or part of religious education.
- Instrument and vocal music tuition which is part of the National Curriculum or in which the whole class engages with, ie: Wider Opportunities.
- Instrument and vocal tuition for children in care.
- Entry for a prescribed public examination, including re-sits provided that a pupil has been prepared for it at school.

## **2. Voluntary Contributions:**

Water Street School may ask for voluntary contributions towards the cost of school time activities to assist with funding, subject to the following conditions:

- Any children of parents who do not wish to contribute will not be treated differently.
- Where there are insufficient contributions to make the activity viable, the activity will be cancelled.

## **3. Residential Visits:**

- If the school organises a residential visit in school time or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel during the visit. However we do make a charge to cover the costs of board and lodging and travel to and from the centre. Parents who receive state benefits are exempt from payment.

## **4. Swimming:**

- The school organises swimming lessons for children in Years 2 – 6 for which a charge will be made. These lessons take place in school time and are part of the National Curriculum. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons. Parents in receipt of state benefits are exempt from payment.

## **5. Clubs & After School Activities:**

- Water Street School offers additional teaching/coaching after school. For these activities there may be a charge.
- Where a club is run by a member of staff there may be a small charge to cover costs.

## **6. Families qualifying for remission or help with charges:**

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can legally be made will be offered at no charge to parents/carers in particular circumstances. This remissions policy sets out the circumstances in which charges will be waived. Criteria for qualification for remission are given below.

Parents & Carers in receipt of:

- Income Support
- Income Based Jobseekers Allowance
- Support under Part VI of the Immigration & Asylum Act 1999
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by HM Revenue & Customs) does not exceed the sum given in the Revenue & Customs rules.
- Guaranteed State Pension.

## **7. Arrangements for Monitoring & Evaluation**

The Resources Committee of the Governing Body will monitor the impact of this policy by receiving a yearly financial report on these activities that resulted in charging being levied, the subsidies awarded (without giving names) and the source of those subsidies. It will seek to evaluate the impact of the school's extended services on those children most in need of additional support.

**Adopted: February 2020**

**Reviewed: February 2023**