

Charging & Remissions Policy

Approved: April 2018

Effective from: April 2018

Review date: February 2020

Purpose

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' financial means. This charging and remissions policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

Legislative background

This policy has been informed by *The Governors Handbook* (November 2015) and the DfE guidance 'Charging for School Activities' (October 2014).

In summary the Governors of Minet Infant School:

- will not charge for education provided during school hours (including the supply of any materials, books, instruments or any other equipment)
- will not charge for tuition for pupils learning to play musical instruments (or singing) if the tuition is required as part of the National Curriculum
- may charge for activities that are provided wholly or mainly outside school hours, as long as these activities are optional extras.

Voluntary charges

Voluntary contributions may be made for activities taking place during or outside the school day. However no child is to be excluded because his/her parents/carers did not contribute to funds. It is permissible to warn parents in advance that unless a majority is willing to make a contribution, the activity will not take place.

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 or a reduced charge to parents in particular circumstances. Any such requests will be made to the Headteacher.

Qualifying circumstances

Pupils who are eligible for Pupil Premium funding or where the family is in receipt of Income Support or Universal Credit.

Damage to property

The Board of Governors reserves the right to ask parents to contribute to the cost of repairs or of replacing defaced, damaged or lost property where this is a result of a pupil's inappropriate behaviour.

Arrangements for monitoring and evaluation

The Resources Committee will monitor the impact of this policy. SLT will evaluate the impact of the school's offer of additional curriculum activities on those children most in need of additional support and report those through the Standards Committee.