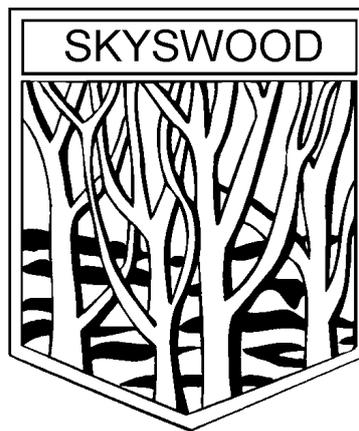


Skyswood Primary & Nursery School

Charging & Remissions Policy



May 2020

Review Date - May 2021

The Governors fully implement Sections 449 - 462 of the Education Act 1996 setting out the law on charging in all schools maintained by local education authorities.

The Objectives of the Charging Provisions:

- To maintain the right to free school education.
- To establish that activities offered wholly or mainly during normal teaching time are available to pupils regardless of their parents' ability or willingness to help meet the cost.
- To give school the discretion to charge for optional activities provided out of school hours, while acknowledging that there is no statutory requirement to charge for any form of education or related activity.
- To invite voluntary contributions for the benefit of the school; or in support of any activity organised by the school, whether during or outside school hours.

The Governors will charge for the following areas of activity as permitted under the Education Act 1996:

- Swimming lessons.
- Board and lodging on residential visits.
- Costs associated with individual tuition in the playing of a musical instrument whether in or out of school hours.
- Optional extra activities which take place wholly or mainly outside school hours but which are not provided as part of the syllabus and are not required in order to fulfill statutory duties relating to the National Curriculum or to religious education. Participation in any such activities to be on the basis of parental choice and a willingness to meet such charges as are made. Income from charges associated with clubs which are run by our teaching staff are to cover the cost of use and effective updating of appropriate resources to provide the best possible future provision.
- Where arranged visits are to be paid for by voluntary contribution the following wording in a letter to parents will apply:

"A voluntary contribution of £..... is requested to cover travel costs and entry fee for this visit. We must emphasise however that if most parents do not contribute the above sum then the activity will not be able to take place for any of the children. If the activity does take place a child whose parents have not contributed will still be able to go."

- No child will be excluded from extra-curricular activities on the grounds of finance. Children receiving Pupil Premium Funding will be informed of the school's policy to offer any extra-curricular activities and educational visits free of charge. These visits or activities will be funded using the school's allocated Pupil Premium Grant Funding budget.

St Albans Plus Services

Services bought in from St Albans Plus, such as counselling, mentoring or family support work, are subject to requests for parental funding or part-funding. For PPG children, or families that may have difficulty in meeting the costs, the school will fully fund these services wherever possible. However, for the majority of counselling, mentoring or family support referrals, parents will be asked to make a voluntary contribution. The school will endeavor to fund 50% of the cost where possible.

Refunds

When charging for outings, journeys and activities, the school is able to make a small surplus of up to 5% of the contribution. Should this surplus amount to more than £5, refunds will be offered electronically via Wisepay.

If an activity is cancelled, a full refund will be offered as soon as possible.

The school will not consciously increase the overall charge per pupil in order to subsidise others.

Where a child misses an outing or an activity due to illness or other unavoidable reason, a refund may be offered at the discretion of the Headteacher.