

Pear Tree Community Junior School

Charging and Remission Policy



With trust and care we will grow and flourish

Agreed date: 3-12-19

Review date: December 2021

Introduction

The Governing Body of Pear Tree Community Junior School is committed to ensuring equal opportunities for all pupils, regardless of financial circumstances and has established the following policy and procedures to ensure that no child is discriminated against by our offering of school trips, activities and educational extras.

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

In addition, we are committed to adhering to legal requirements regarding charging for school activities, and meeting all statutory guidance provided by the DfE.

Charges

Pear Tree Governing Body will not charge parents for:

- Education provided during school hours.
- Education provided outside school hours if it is part of the national curriculum or part of religious education.
- Instrumental or vocal tuition, unless provided at the request of the pupil's parents.
- Transporting registered pupils to or from the school premises, where the LA has a statutory obligation to provide the transport
- Transporting registered pupils to other premises where the governing body or LA has arranged for pupils to be educated
- We will endeavour to inform parents on low income and in receipt of relevant benefits of the support available to them when School asks for contributions.
- Pear Tree Governing Body reserves the right to make a charge in the following circumstances:

Within the school day:

- Activities organised by the school to include Theatre and other educational visits
- Materials, books, instruments or equipment, where parents desire their child to own them
- Performances and activities for pupils for which a charge is made (e.g travelling theatre, Science Dome, visiting performers, discos)
- The board and lodging element of residential activities deemed to take place within school hours

Outside the school day:

- Residential or overnight trips organised as activities to develop independent and social skills or enhance curriculum development.
- Use of community facilities

Damages

The school may charge parents for the cost of replacing items broken, damaged or lost due to their child's behaviour. Parents will not be taken to court for failure to pay such costs

Voluntary contributions

We may, from time-to-time, ask for voluntary contributions towards the benefit of the school or school activities. If an activity cannot be funded without voluntary contributions, we will make this clear to parents at the outset. We will also make it clear that there is no obligation for parents to make a contribution, and notify parents whether assistance is available. No child will be excluded from an activity because their parents are unwilling or unable to pay. If a parent is unwilling or unable to pay, their child will still be given an equal opportunity to take part in the activity. If insufficient voluntary contributions are raised to fund an activity, and the school cannot fund it via another source, the activity will be cancelled.

We will strive to ensure that parents do not feel pressurised into making voluntary contributions

Materials, Instruments etc

The cost of purchase or hire of instruments, materials, equipment or clothing (or the provision of them by parents) might be required for certain activities.

Parents may be invited to contribute on a voluntary basis towards any costs or to provide items. The Governing Body may charge for materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product.

Instrumental Music Tuition

Music tuition is the only exception to the rule that all education provided during school hours must be free. The Charges for Music Tuition (England) Regulations 2007 allow for charges to be made for vocal or instrumental tuition provided either individually or to groups of any size – provided that the tuition is at the request of the pupil's parents. The charges will not exceed the cost of the provision, including the cost of the staff providing the tuition.

General

The Governing Body 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 Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils in order to enhance what is otherwise provided.

There is no obligation to contribute and pupils will not be treated any differently according to whether or not their parents have made a contribution.

The level of contribution will be calculated for each activity and may include, for example, an element to cover the participation by young people from low-income families or the cost of travel for accompanying teachers. Some activities may not take place if parents are reluctant to support it and we do not receive sufficient voluntary contributions to make a trip viable.

REMISSIONS

We have set aside a small fund to enable families in financial difficulty to send their children on visits / activities. The funding is limited and there is no guarantee that all requests can be met. Assistance will be allocated on a needs basis, and if the full cost of the trip / activity cannot be met through assistance funding and voluntary contributions, the trip / activity will be cancelled.

Parents in receipt of any of the following benefits may request assistance with the costs of activities:

- Income Support
- Income based Job Seeker's Allowance
- Child Tax Credit (TC 602), as long as the parents do not receive Working Tax Credit and annual income that exceeds £16,190
- Supported under Part VI of the Immigration and Asylum Act 1999

In other circumstances, there may be cases of family hardship which make it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity the Governing Body 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

Legal framework

This policy will have consideration for, and be in compliance with, the following legislation and statutory guidance:

Education Act 1996

The Charges for Music Tuition (England) Regulations 2007

The Education (Prescribed Public Examinations) (England) Regulations 2010

DfE (2018) 'Charging for School Activities'

DfE (2017) 'Governors' Handbook'

The Trust Funding Agreement