

# The Federation of the Church Schools of Shalfleet and Yarmouth

## Achieving Together for a Brighter Future



# CHARGING and REMISSIONS A STATEMENT OF POLICY

Approved by	DD/MW
Portfolio	Finance
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Review Cycle	1 Year
Policy Type	Statutory
Ratified/FGM Date	

Signed \_\_\_\_\_ Date \_\_\_\_\_

## **A Statement of Policy - Charging**

The Governing Body of the Federation of the Church Schools of Shalfleet and Yarmouth have adopted the Isle of Wight LA Policy on Charges and Remissions for School Activities. Reference should be made to the full policy for details but the main points are summarised below:

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

### **Remissions**

The fundamental aim of the Remissions Policy is to ensure that all pupils gain fully from everything that the school is able to offer them and is based on an understanding of the relationship between low income, entitlement and access. This policy takes into account the very real and persistent difficulties which people on low income have in meeting the costs of educational activities for their children.

Where parents are in receipt of:

- Universal Credit
- Income Support
- Income Based Jobseekers Allowance
- Support under part IV of the Immigration & Asylum Act 1999, Child Tax Credit (provided that Working Tax Credit is not also received and family income does not exceed a specified amount)
- The guarantee element of State Pension Credit
- An income related employment and support allowance that was introduced on 27 October 2008)

The Governing Body will observe the statutory requirement to remit in full the cost of board and lodgings for any residential activity that the school organised for the pupil if the activity is deemed to take place within school hours.

There may be cases of family hardship which make it difficult for pupils to take part in other 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 Head Teacher in consultation with the Chair of the Governing Body.

### **Data Protection of pupils and families:**

Teachers will ensure that these children are not publicly identified. This is particularly important as the fear of stigmatisation is often a key element in the non-take up of Free School Meals.

This will be accomplished by developing methods of collecting voluntary charges or dinner money, which do not identify children who do not contribute.

### **Voluntary Contributions**

When organising school trips or visits which enrich the curriculum and education experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary, however if we do not receive sufficient voluntary contributions, we may have to cancel a trip.

All children participate fully in trips or activities taking place in school time whether or not their parent is willing or able to make a voluntary contribution with the school sometimes paying additional costs in order to support the visit (for example to support pupils in receipt of Pupil Premium). Parents have a right to know how each trip is funded and we will provide the information on request.

The following is a list of additional activities organised by the school, which may require voluntary contributions from parents. This list is not exhaustive;

- Visits to Museums;
- Supporting activities which require transport expenses;
- Outdoor adventure activities;
- Visits to Theatre;
- School trips which may incur additional costs;
- Some after school clubs;
- Musical events;

## **RESIDENTIAL VISITS**

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of board and lodging or for any extra activities. Payments for this are negotiable where parents receive or are in receipt of Pupil Premium.

## **MUSIC TUITION**

All children study music as part of the normal school curriculum. We do not charge for this.

Music tuition costs vary dependent upon the size of the group. Both schools operate a system where parents have a direct payment scheme with the music service and do not become involved in any billing or collection on monies.

## **SWIMMING**

The National Curriculum requires pupils to access swimming in Key Stage 2 for a limited timescale. Any extra provision provided may incur a cost to parents.

The schools organise swimming lessons for all children in Year 4. These take place in school time. 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.

## **FOOTBALL, SAILING AND OTHER EXTRA CURRICULAR CLUBS AND ACTIVITIES**

The school seeks to offer additional After School activities. Due to the costs incurred and to allow for sustainability, a charge will be made.