

## CHARGING AND REMISSIONS POLICY

<b>Date approved:</b>	November 2017	<b>Review Date:</b>	Autumn 2020
<b>Chair of Governors:</b> K MOORE			

The aim of this policy is to set out what charges may be made for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

### RESIDENTIAL SCHOOL VISITS

We may charge for the cost of board and lodgings during overnight school trips, but the charge will not be more than the accommodation actually costs. Parents who are in receipt of certain benefits will not be required to pay. Parents should contact the school in confidence for further information if they are in receipt of the following benefits -

- Universal Credit in prescribed circumstances
- Income Support (IS)
- Income Based Jobseekers Allowance (IBJSA)
- support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190
- the guarantee element of State Pension Credit
- an income related employment and support allowance that was introduced on 27 October 2008

### MUSIC TUITION

Charges may be made when the tuition is not an essential part of

- the National Curriculum
- a public examination syllabus
- first access to the Key Stage 2 instrumental and vocal tuition, Wider Opportunities programme

## **EXAMINATIONS**

No charge will be made for entering pupils for public examinations that are on the National Curriculum. However, an examination entry fee may be charged to parents if

- the pupil wasn't prepared for the examination at the school
- the examination isn't on the National Curriculum, but the school arranges for the pupil to take it
- a pupil fails without good reason to complete the requirements of any public examination where the governing body or local authority (LA) originally paid or agreed to pay the entry fee

We may charge for

- re-sits for public examinations where no further preparation has been provided by the school
- costs of non-prescribed examinations where no further preparation has been provided by the school

## **BREAKAGES AND REPLACEMENTS**

We may charge for breakages and replacements as a result of damages caused wilfully or negligently by pupils

## **EXTRA-CURRICULAR ACTIVITIES AND SCHOOL CLUBS**

We may charge for extra-curricular activities and school clubs.

## **VOLUNTARY CONTRIBUTIONS**

We may ask parents for a voluntary contribution towards the cost of

- any activity which takes place during school hours
- school equipment

The contribution is voluntary and pupils of parents who can't, or don't want to, contribute will not be excluded from the activity. Where there are not enough voluntary contributions to make the activity possible, and there are no other ways to get funds, we may cancel the activity.