



As a church school, our vision is for each child to have a love of learning, hope, confidence, wisdom and respect for all.

**'Life in all its fullness'**

*John 10:10*

### **Charging and Remissions Policy**

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'/carers' 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.

#### **What was consulted?**

The policy has been informed by the Charging for School activities DfE guidance, 2018.

#### **Relationship to other school policies**

The policy complements the school's equality policy, curriculum policy, educational visits policy and the teaching and learning policy.

#### **Roles and responsibilities of headteacher, other staff, governors**

The headteacher, staff and governors will ensure that the following applies:

##### **No charges will be made for:**

- education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- education provided outside school hours if it is part of the National Curriculum
- supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip

##### **Activities for which charges may be made:**

1. a) Activities outside school hours

School clubs, outside normal hours, will have a nominal charge to cover the costs over the teacher/coach and resources.

BASE- see BASE policy for sessions and fees

Competitions outside school hours may incur a small charge for transport. Where possible, we would encourage parents to take their own child to competitions and events outside the school day.

#### 1. b) School trips/residentials

Every young person should experience the world beyond the classroom as an essential part of learning and personal development, whatever their age, ability or circumstances.

Learning beyond the classroom is the use of places other than the classroom for teaching and learning. It is about getting children and young people out and about, providing them with challenging, exciting, and different experiences to help them learn.

Where possible, we keep costs to a minimum so that every child has the same opportunities. We ask for a contribution to the cost of transport and entry fees (these are usually at a school rate). Pupils in Key Stage 2 may be offered a residential trip. Board and lodging costs of residential trips will be passed onto the families.

If families need financial assistance, they can speak to the school who may offer a payment plan or subsidy. However, if there are not enough contributions towards a school trip, then the trip may not go ahead.

Please see 'educational visits' policy for further information.

#### 1. c) Music tuition

Music tuition for individuals or groups of up to four pupils will be charged separately by the music teachers.

### **Additional considerations**

The governing body recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following guidelines:

- Where possible we shall publish a list of visits (and their approximate cost) at the beginning of the school year so that parents/carers can plan ahead
- We have established a system for parents/carers to pay in instalments.
- When an opportunity for a trip arises at short notice it may be possible to arrange to pay by instalments beyond the date of the trip
- We acknowledge that offering opportunities on a "first pay, first served" basis may discriminate against pupils from families on lower incomes and we will try to avoid that method of selection, if possible.

### **Arrangements for monitoring and evaluation**

The Full Governing Body will monitor the impact of this policy by receiving on a termly basis a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies. It will seek to evaluate the impact of the school's extended services on those children most in need of additional support.

**This policy was reviewed and agreed by the Governing Body of St Peter's Brafferton CE (VA) Primary School.**

It will be shared via the school website at <https://www.st-peters-brafferton.n-yorks.sch.uk/policies/> Paper copies are available from the school office on request.

**Date reviewed: December 2023**

**Reviewed by: Full Governing Body**

**Date of next review: December 2024**

**Review cycle: Annually**