



## **CHARGING & REMISSIONS POLICY**

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### **Related documents:**

Our vision is for all children to be safe, happy and learning. We deliver this vision through clear aims that are underpinned by our school commitments.

## safe – happy – learning

### We value:

working Together  
happiness  
achieve without potential  
fairness and equality  
kindness  
safety and security

### Our aim is for every child to:

- feel safe and secure at all times and to know that the adults in school will help them if they are worried, frightened or feel unsafe;
- be an independent, resilient learner who sees mistakes as an opportunity to learn, is not afraid to try and seeks help when they need it;
- be an excellent communicator: able to listen and understand, speak with clarity and with a broad vocabulary;
- be a reader: finding pleasure in books and reading and with the skills to read fluently and accurately and to understand a range of texts;
- be a writer: writing fluently and with detail for a specific purpose and an understanding of the audience, using and applying a range of skills;
- be a mathematician: solving problems in a range of contexts by applying fluent knowledge and recall of number facts;
- develop the knowledge, skills and understanding of scientists, artists, designers, geographers, historians, linguists, musicians and performers;
- value being physically active and healthy;
- have the skills required to thrive in a technological age;
- be self-aware, emotionally intelligent and accepting of others, showing kindness and respect and an understanding of differences;
- acquire the skills and desire to contribute positively to the wider community.

### Our commitment is to provide every child with :

- a school that is well led and managed by a strong team of leaders and governors;
- school staff who will keep them safe and who know what to do to protect them from harm;
- a sense of justice and knowledge of right and wrong;
- high-quality teaching from skilled professionals;
- teachers and support staff who have opportunities to grow and develop, extending their own expertise through training and development;
- access to specialist services to support additional needs;
- buildings and grounds that are safe, welcoming, clean and tidy;
- a learning environment that promotes and supports active learning;
- challenges that stretch and encourage higher-order thinking, team work and creativity;
- exciting and stimulating resources that encourage the acquisition and deepening of knowledge, understanding and skills across the curriculum;
- enrichment opportunities, including after-school clubs, exciting trips and visitors to broaden their experience of the wider world;
- a voice – where their views and opinions matter and are listened to;
- opportunities for their parents and carers to spend time in school and be involved in school activities;
- the chance to try new things and have a go, developing the resilience that will prove valuable throughout life;
- ambitions and aspirations;
- a 'can do' attitude, and the habits of mind for lifelong learning and success.

## **Introduction**

This document sets out the overarching charging and remissions policy for Thorns Primary School.

## **Charges**

Charges will not be made for any of the following:

- An admission application or processes
- Education provided during school hours including materials, books and equipment where the ownership of the item remains the schools.
- Education/activities provided outside school hours if it is part of the National Curriculum or part of religious education.
- Instrumental or vocal tuition where it is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil. This does not include additional tuition provided at the request of the pupil's parent/carer.
- Transport of registered pupil to or from premises where the School has arranged for a pupil to be educated at premises other than the school.
- Transport provided in connection with an un-chargeable educational visit.

Charges may/will be made for the following:

- Any materials, books, instruments or equipment where the pupil's parent/carer wishes the pupil to own it.
- Optional extras (see Optional Extras section for details)
- Music and vocal tuition in circumstance in accordance with DfE guidelines
- Board and lodging for a pupil on a residential visit which is not part of the national curriculum or part of religious education
- Extended day services offered to pupil (eg breakfast and after school clubs)
- Damage to property and breakages

The use of school premises is a chargeable item and covered by a separate lettings policy.

## **Optional Extras**

Charges may be made for activities that are known as "optional extras". Where an optional extra is being provided, a charge can be made for providing materials, books, instruments or equipment.

Optional extras include:

- Residential trips/visits
- Extended day services
- Out of hours trips/activities
- Transport

## **Damage to property and breakages**

- Where property has been wilfully damaged by a pupil or parent/carer the full or part cost of repair or replacement may be charged to the responsible party.
- Where property belonging to a third party has been damaged by a pupil, and the school has been charged, all or part cost of repair or replacement may be charged to the responsible party.

In all instances where charging is in place parents/carers will be advised in advance.

Charges for activities are calculated based on the expected actual costs that will be incurred divided equally by the number of pupil participating. It will not therefore include an element of subsidy for any pupil wishing to participate in the activity whose parents/carers are unwilling or unable to pay. Should the required funding not be raised activities may be cancelled.

## **Remissions and Concession**

The school will give consideration to the remission of charges to parents/carers who receive the following support payments:

- Income support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part V1 of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit – if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

The Head Teacher will authorise the remission charges.

The school may choose to subsidise part or all of the payment of some charges for certain activities and this will be determined by the Head Teacher.

## **Voluntary Contributions**

Parents are invited to make a contribution towards the following costs:

- School trips which enrich the curriculum and educational experience of the children
- Visits from professionals including authors, performers, activity days and workshops as part of trips
- Board and lodging, activities and transport costs incurred on residential visits.
- Swimming provision for transport costs
- One off extra-curriculum activities/after school activities.
- Breakages and replacements as a result of damages caused wilfully or negligently by pupils

The terms of any request made to parents will specify that the request is for a contribution. In addition, the following will be made clear to parents:

- a) that the contribution is genuinely voluntary and a parent/carers is under no obligation to pay
- b) that registered pupils at the school will not be treated differently according to whether or not their parents/carers have made any contribution in response to the request
- c) that if there are insufficient contributions to make an activity financially viable, the activity will not go ahead. The responsibility for determining the level of contribution is delegated to the Head Teacher. No child will be excluded from an activity if their parents are unwilling or unable to pay.