



FROXFIELD CE SCHOOL

Review Cycle:-	Bi-annual	Date of Next Review:-	October 2023
Approver:- Chair of Governors	Signed:- Date:-	Approver:- Head Teacher	Signed:- Date:-

Charging and Remissions Policy

At Froxfield CE Primary School we plan for learning to be exciting and meaningful inside and outside as well as beyond the school building. 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 an extensive 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.

Trips and visits

The school will not charge for such activities as visits and trips that take place during the school day (unless it is an optional extra – see below). However we do seek voluntary contributions from parents for some trips, while offering the assurance that no child will be excluded from such activities if a contribution is not made.

Voluntary Contributions

The school will do everything possible to ensure all visits and trips can go ahead. However, the headteacher, in consultation with Governors, reserves the right to cancel a trip should the cost to the school become prohibitive, or the impact on the school budget becomes too great.

Optional Extras

The school may make a charge for some activities known as 'optional extras'. This may include:

- Enrichment opportunities which do not form part of the school's curriculum
- Board and lodgings on residential visits (see exemptions below)
- Transport related to enrichment activities
- Extended day services (eg. after school clubs or toast club)
- Instrumental tuition

Residentials

Charges will be made for residential opportunities as follows:

- A charge will be made for some activities (where these are considered as enrichment activities)
- A charge will be made for 'board and lodgings'

In addition to this, a voluntary contribution will be requested for the cost of transport and curriculum related activities.

Governors will consider individual circumstances when providing financial support for residential visits. All cases will be treated in strict confidence.

Exemptions:

Parents/carers who can prove they are in receipt of the following benefits will be exempt from paying board and lodgings:



FROXFIELD CE SCHOOL

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're 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)

Instrumental Music Tuition

The school will make a charge for instrumental tuition which is provided in addition to whole class curriculum music at the request of parents.

Publications

There will be a small charge for copies of school publications to cover the cost of copying and postage where appropriate.

Damage and/or theft to school property

The school will seek to recover any financial loss incurred as a result of damage or theft to school property caused by individual pupils.

Requests for pupil information

The school will make a charge for photocopying information from pupil files at the request of parents at a charge of 5p per copy.

Ownership of materials, books, instrument and equipment

The school may make a small charge for items that parents wish their child to own eg a clay model, the product of a cooking activity or a model etc (in the event of school charging for items then parents will be informed in advance).