



HURSTHEAD INFANT SCHOOL

Charges & Remissions Policy

Reviewed:	May 2017
Date of next review:	Spring Term 2018
Amendments made:	Section 1 : Principles

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1. Principles

This charging policy has been compiled in line with DfE requirements and in accordance with s457 of the Education Act, 1996. The School Governors are required to determine and publish a charging and remission policy.

The school governors anticipate that it may be necessary from time to time to amend the policy, but, if so, parents will be notified accordingly. The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, trips and Educational Visits can make towards pupils' personal and social education.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

2. School Hours

School hours are those when the school is actually in session and does not include the midday break. The school hours are 8.55am to 3.15pm on each week day. The lunch break is from 12 noon to 1.15pm.

3. Aims

- Ensure that education in school is freely provided
- Ensure that activities offered wholly or mainly during normal school teaching time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost
- Ensure that there is no statutory requirement to charge for any form of education but the school has the discretion to charge for optional activities provided wholly or mainly out of school hours
- Ensure that the school has the right to invite voluntary contributions for the benefit of the school or in support of activities organised by the school, whether during or outside school hours.

4. Activities

- This policy confirms the right of the school to invite voluntary contributions for the benefit of the school or in support of any activity organised by the school whether during or out of school hours.
- The Parent Staff Association of the school is willing to support the funding of certain activities. Subsidies may be available for children whose parents are unwilling or unable to make a voluntary contribution.
- If insufficient voluntary contributions are forthcoming for an activity and insufficient subsidies are available, then that activity will be cancelled.
- No charges will be made (except at i) and ii) below) for any activity offered to the pupil during the school day.

- No charges will be made (except at i) below) for any activity which is organised by the school outside the school day.
 - i) charges may be made for materials or ingredients required for practical subjects where parents have indicated in advance their desire to own the product.
 - ii) charges may be made for other activities which are recognisably distinct from the curriculum and where parents have indicated their agreement in advance.
- The school Governors reserve the right to charge for other activities.

5. Damages and Losses

- Charges may be made for the cost of **repairing** any damaged property or item if the damage results from a pupil's inappropriate behaviour.
- Charges may be made for **replacing** any damaged property or item if the damage results from a pupil's inappropriate behaviour.
- Charges may be made for the cost of replacing any non-returned property or item which has been loaned or hired to a pupil.

6. Remission

- Where parents are in receipt of income support, income-based jobseeker's allowance, Working Families' Tax Credit or Disabled Person's Tax Credit the Governing Body will remit in full or in part the cost of the activity.
- The discretion to remit the whole or in part any charge which may be made by the school has been invested in the Headteacher.
- Remission may be on the grounds of educational consideration with regard to both the pupil and school needs.
- Remission may be on the grounds of financial consideration with regard to both the pupil and school needs.
- Remissions may be made on a group or individual basis.

7. Review

This policy will be reviewed by the Governing Body annually.