



Long Lawford Primary School

Charging and Remissions Policy

Adopted by Resources committee June 18th 2015

Reviewed November 2017

This policy has been written to comply with the relevant terms of the **Education Act 1996**, the **Education (School Sessions and Charges and Remissions Policies)** and the guidance given from **DfE Charging for school activities October 2014**.

Introduction

The Governors of Long Lawford Primary School consider that all children should have equal opportunities to benefit from school activities and visits. This charging and remissions policy describes how we will ensure that a good range of visits and activities is offered while minimising the financial barriers which may prevent some children from taking advantage of the opportunities.

Key points

The school, subject to the limited exceptions referred to below, cannot charge for education provided during school hours (including the supply of any materials, books, instruments or other equipment).

The school will ensure that parents and carers on low incomes and in receipt of benefits are informed of the support available to them when being asked for contributions towards the cost of school visits.

Operating the 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. 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.

As a school we plan our curriculum to offer real life experiences to children to extend their understanding of the world. We aim to provide a rich, broad and balanced curriculum where environmental visits and arrangements for visitors into our school are given a key, integral role. This includes residential visits. In order for us to do this

Voluntary contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. If a trip goes ahead, it will include children whose parents and carers have not paid any contribution.

The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities;
- outdoor adventure activities;
- visits to or by a theatre company;
- musical events.

The Pupil Premium

The cost of trips and activities will be subsidised for children in receipt of the Pupil Premium Grant. Parents and carers will be so informed when these occasions arise.

Optional Extras

Where an "optional extra" is being provided, a charge will be made for providing materials, books, instruments or equipment.

- Activities not related to the National Curriculum taking place "out of school time" e.g. the pantomime at Christmas
- Individual Instrumental Tuition - Individual instrument and vocal tuition not related to the National Curriculum purchased by parents and carers from Warwickshire County Music services or other providers.
- Materials used in craft subjects -Subject to the parents/carers having agreed in advance they wish to own the finished product.
- Items of school uniform with the school logo – can be purchased from the main office. The prices for these items are on display at the main office and on the School website.
- As part of school's disciplinary code – Parents/carers will be asked to meet or contribute towards the costs of damage to or loss of school property arising out of individual pupils' behaviour.
- Board and lodging for a pupil on a residential visit:

Residential Visits

The school will charge for Board and Lodgings and the charge will not exceed the actual cost. No charge will be made to parents and carers in receipt of

- Universal Credit in prescribed circumstances
- Income Support (IS)
- Income Based Job Seekers Allowance (IBJSA)
- Support under Part VI of the immigration and Asylum Act 1999
- Child Tax Credit, provided 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 (Financial year 2013/14)
- Guaranteed element of State Pension Credit
- An Income Related Employment and Support Allowance that was introduced on 27th October 2008