

Langham Primary School

Charging and Remissions Policy



The Governing Body has resolved to make charges as allowed by the Education Reform Act 1988.

CHARGING POLICY

School Meals

The charge for a school meal will be set annually by the governing body following consideration of contract costs which are reviewed as part of the annual budget setting process.

All meals taken by pupils who are not eligible for free school meals will be chargeable, parents/carers are expected to make prompt payment. Where payments are not made in advance of the meal being taken, parents/carers will be reminded of their debt by email/letter.

There is no charge for pupils who are entitled to free school meals or universal infant free school meals.

Educational visits

The school:

- will seek voluntary contributions from parents/carers where applicable
- will not exclude a child from participating in an activity during the school day on financial grounds

Where 10% or more of parents decline to make the requested voluntary contribution (their identity will remain confidential), or the contributions shortfall is £50 or more, then the visit or activity will not take place.

Swimming

Parents are asked to make a contribution towards the cost of transport/ pool hire/ instruction. The contribution requested does not recover the complete cost of providing swimming lessons. The shortfall is requested as a donation from the PTA (FoLS).

Residential activities

The costs of residential activities can be high and such activities may only continue to be available if sufficient costs are recovered.

Charges that apply:

- travel costs – transport to and from the residential activity
- full cost of board and lodging on residential trips whether or not it takes place during school hours
- service costs charged by providers such as to cover the cost of instruction and use of facilities.

Parents / carers will be informed of the cost before the activity takes place

The school will subsidise the cost of any residential trip for children of families claiming free school meals at £100 per pupil

Music Tuition

Instrumental tuition or singing lessons do not form part of the curriculum but are an additional activity arranged by the school and delivered by specialist tutors either on an individual basis or as part of a group, following parental request. The cost of such

lessons is dependent on the charges applied by the tutors, the size of the group, the duration and frequency of each lesson.

The school operates on full cost recovery basis. However, in order to ensure equal opportunities for all pupils, charges for music tuition within school hours for pupils eligible for free school meals or children in care will be considered for remission in accordance with this policy (see remissions section).

Extra-curricular activities

Curriculum related clubs

Where these activities run outside of normal school hours, a charge may be made to cover costs of equipment, teaching or non-teaching staff, specialist staff /coaches or materials used. The total charge will not exceed the actual costs incurred in the provision of the activity and will be set by the Headteacher.

Parents/carers will be advised of any such costs before their child is allowed to undertake any such activity and participation will be on the basis of the parent's willingness to pay the charges.

Parents/carers are able to claim remission from such charges in accordance with the guidance below.

Other areas

Charges apply:

- books and materials belonging to the school that a pupil has lost
- property damage – each individual case to be decided upon by the Headteacher
- full repair costs incurred as a result of wilful or reckless damage to school property by a pupil or parent/carer
- full recovery of costs incurred by the school as a result of damage caused by a pupil to third party property

Voluntary contributions

The school may, from time to time, ask parents/carers for voluntary contributions to the school's general funds in order to assist with the provision of resources to enhance their children's education. There will be no pressure exerted and any contribution will be gratefully received.

Where the voluntary contribution applies to an educational visit or extra-curricular activity, if the sufficient level of contributions is not achieved, that activity will be cancelled; any monies already collected will be refunded to the relevant parents/carers.

DBS checks

The school will cover the cost of DBS checks for all employed staff and volunteers.

REMISSIONS POLICY

The Headteacher and Chair of Governors will authorise the remission of charges in all cases.

The school will consider the remission of charges to parents or carers who receive the relevant support payments (in accordance with the current DfE listing) which make their child/children eligible for free school meals and for children in care.

All claims for remission of charges should be addressed to the Headteacher and will be dealt with confidentially.

The school may decide to subsidise part or all of the payment of some charges for certain activities and pupils; each event or case will be considered individually by the Headteacher and the governing body.