

Charging and Remissions Policy

The Federation of Rawcliffe Bridge and Rawcliffe Primary Schools



2022

Be kind. Be inspired. Be you.

Legal framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Education Act 1996
- The Charges for Music Tuition (England) Regulations 2007
- The Education (Prescribed Public Examinations) (England) Regulations 2010
- [New] Freedom of Information Act 2000
- DfE (2018) 'Charging for school activities'
- DfE (2020) 'Governance handbook'

Introduction

Sections 449-462 of the Education Act 1996 sets out the law on charging for school activities in schools maintained by local authorities in England. This policy outlines The Federation of Rawcliffe Bridge and Rawcliffe Primary Schools' response to the latest guidance from the DfE and will be reviewed regularly. All education during school hours is free, with the exception of our pre-school class where parents either use childcare hours or pay. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition. Our charging and remissions policy closely follows the latest DfE guidance available at the time of writing.

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the schools may invite parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip (if a trip/activity cannot be funded without voluntary contributions, the governing body or head teacher will make this clear at the outset). If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded, for example by contributions, PTA or school funds. The school provides this information on request.

Families in receipt of free school meals will not have to provide a packed lunch on any visit unless they choose to do so but this must be requested prior to the trip.

Children in KS1 are entitled to a packed lunch when on a visit and parents/carers will be given the option when the trip letter is sent home.

Residential visits

If the school organise a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, parents may be asked for a voluntary contribution towards elements of the trip and we do make a charge to cover the costs of board, lodging and travel, except where pupils are entitled to statutory remission. Children in receipt of free school meals or pupil premium may be entitled to use some of their funding to help with any large costs of residential if they are struggling.

Music / out of school providers

All children study music as part of the normal school curriculum. We do not charge for this. Charges may now be made for vocal or instrumental tuition provided either individually, or to groups of any size, provided that the tuition is provided at the request of the pupil's parent. Charges may not exceed the cost of the provision, including the cost of the staff who provide the tuition. The school has entered into the Music SLA with East Riding of Yorkshire Council. At our schools, there may also be private arrangements made between externally based teachers or coaches and parents. These peripatetic teachers make their own charging arrangements with parents. Where children are taught in school by the LA peripatetic teachers, charges are made by the LA and school will charge for lessons for the term to parents at a rate that covers the costs to school.

Swimming

The school organises swimming lessons for all children at some stage in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Private Lettings

School will arrange and charge for private lettings using the scale of charges as set out for directed community use of school premises by the Local Authority, to include VAT

where appropriate. Discretion can be allowed by the Executive Headteacher/ Executive School Business Manager.

School Property

School will charge parents for damage to, or loss of school property caused willfully or neglectfully by their children, including school reading books.

Freedom of Information

Information published on our website is free to access, although there may be costs incurred from the internet service provider. Single copies of information covered by our website will be provided on request to those who cannot access the internet. Further copies will be available at a cost based on the cost of copying per A4 side. If we have to do a lot of copying or printing, or we incur a large postal charge we will advise of the cost before fulfilling the request. All charges will be fair and reasonable.