

HEWORTH CE PRIMARY SCHOOL



Charging and Remissions Policy

Policy for Charging for Educational Activities

Educational Activities are key to enriching our Flourish Curriculum and support our value of 'Enriching Childhood'.

It is school policy that all children should be able to participate in Educational Activities for which parents are asked to make a voluntary contribution.

The Friends of Heworth pay all voluntary contributions and the cost of swimming for children eligible for Free School Meals

We enrich our children's schooling by providing activities that we could not normally provide ourselves and often these activities come at a price. To meet those costs we have to ask for **voluntary contributions** from the children's parents/carers so that the activity can go ahead. Charging for educational activities in schools is covered by the Education Reform Act 1988.

The Act refers to educational activities which take place.

- (a) totally inside school hours
- (b) totally outside school hours
- (c) partly inside and partly outside school hours

The basic principle is that education for registered pupils should be free of charge if it:

- (a) takes place inside schools hours (not counting the midday break), or
- (b) is outside school hours but is part of the National Curriculum,

However, a charge can be made for tuition provided individually or to a group of no more than four pupils in a musical instrument (but not vocal tuition), even if inside school hours.

Voluntary Contributions

Voluntary contributions can be requested for any of the school's activities, which occur inside school hours that incur a cost that the school cannot afford to bear. There is no obligation upon parents to make a contribution and no pupil whose parents do not make a contribution will be excluded from taking part in the activity on this account. However, if the total cost of such an activity cannot be met with parents' voluntary contributions, it may have to be cancelled.

Letters that are sent to parents will have wording along the lines of:

Class 6 will be going on an Educational Visit to the Yorkshire Museum in Ripon on Thursday 27th June as part of the History curriculum. [Details of times, lunch, clothing etc.]

The total cost of the Educational Visit is £240 which is made up of £180 for the coach and £60 in entrance fees. This works out at a voluntary contribution of £6 per child. Please return this amount to school, along with the permission slip, by the end of the week.

It is extremely important to school that all children have the opportunity to participate in Educational Visits. Therefore, if you are unable to pay all or some of the cost of this Educational Visit, please speak to [Name]. There is some funding available to support families with the cost of Educational Visits where required.

Examples of activities for which voluntary contributions may be requested:

Swimming (a special case because it is a requirement of the National Curriculum yet the funding that we receive for it is not enough to cover the costs)

Food Technology

Visitors into school, e.g. travelling theatre companies or educational experts

Visits out of school during school hours to museums, etc.

Optional Extras

Activities outside school hours may be charged for. These are "optional extras" to the school's normal activities. Parents must agree to their child participating and be willing to meet any charge. Activities provided by private individuals or groups would be charged for by the provider.

Musical instrument tuition provided by private tutors will be charged for by the provider.

Residential Visits

The cost of the board and lodging, transport, school insurance costs and any additional activities on a residential visit will be charged to parents of participating pupils but will not exceed the actual cost to the pupil. We currently arrange residential visits partly inside and outside school hours for children in Year 5 (one night in Malham) and Year 6 (two nights at Kingswood). We expect all children to attend the visits.

Government policy on charging in respect of residential visits is as follows:

Children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of charges for board and lodging costs during residential school trips. The relevant support payments are:

- Income Support
- income-based Jobseekers Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State 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

Usual free school lunch entitlement verification procedures will be applied when considering remission of these charges. It should be noted that it is **free school lunch eligibility** and not uptake that should be regarded as the trigger for entitlement to a remission of charges for residential trips.

Whilst it is sometimes very difficult to separate the board and lodging element in a residential visit from the other costs, every effort will be made to reduce the total amount to a sensible amount.

We consider residential visits an important part of school life but it must be appreciated that the financing of schools in the current economic climate does not necessarily allow for extra funds to be made available to cover the costs of those meeting the criteria detailed above.

Friends of Heworth Subsidies

As well as paying all voluntary contributions for children eligible for Free School Meals, Friends of Heworth have agreed to make further subsidies as laid out below:

- Families on Income Support (Free School Meal eligibility) will have the board and lodging part of the trip paid for from school funds as government policy dictates. The Friends would then pay 50% of the remaining amount. If the second or third child in this family were going on the trip, the Friends would pay the remaining amount for that child;
- Families on Working Tax Credit will pay 75% of the cost with the Friends paying 25%. Second or third children going on the same trip would get an additional 15% reduction;
- Any family with a 2nd or 3rd child going on the same trip will be offered a 15% reduction.

Reductions would only be possible on receipt of evidence of the qualifying benefit. This could be a photocopy of a letter or other suitable document. **This information will be held in strict confidence and the Friends of Heworth will not be party to it.**