

WESTBURY WOODLANDS FEDERATION CHARGES AND REMISSIONS FOR SCHOOL ACTIVITIES POLICY

Rationale

The Education Reform Act 1988 requires Governing Bodies to draw up a policy statement in respect of charges and remissions

Aims

The aim is to ensure that no child is prevented from having full access to activities which support the National Curriculum as a result of their inability to pay

Broad Guidelines

- The school follows the provisions of the Education Reform Act 1988 in that no charges are made for activities during the school day, whether on or off the premises, directly related to the requirements of the National Curriculum.
- The school invites voluntary contributions in support of non-essential activities, which serve to enrich the curriculum or operate as extra curricular activities (i.e. leisure pursuits) whether these take place inside or outside school hours. Only with such contributions can these aspects of the life of the school take place.
- A contribution may be required from parents who have indicated in advance a wish to own the finished product of any practical subject eg DT, cakes.
- 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 Jobseeker's Allowance
 - Support under part VI of the Immigration and Asylum Act 1999
 - Child Tax Credit, where the parent is not entitled to Working Tax Credit.
 - The guaranteed element of State pension credit
 - An income related employment and support allowance that was introduced on 27th October 2008

Usual free school lunch entitlement verification procedures should be applied when considering remission of these charges. (NB 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.) No child will ever be excluded from potential residential experience as a result of financial disadvantage.

- Education outside school hours
 Parents can only be charged for activities that happen outside school hours when these activities are not a necessary part of the National Curriculum or religious education. No charge can be made for activities that are an essential part of the syllabus for an approved examination.
 Charges may be made for other activities that happen outside school hours if parents agree to pay. The Education Act 1996 describes activities, which can be charged for as 'optional extras'. It is up to the LEA or governing body providing the activities to decide whether to make a charge.
- Letters to parents regarding school trips/residential to which there is a cost will contain the phrase 'parents are asked to make a voluntary contribution of £....'
- Where families have difficulty meeting costs in connection with activities defined above they are encouraged to discuss their circumstances with the Head of School..
- Donations from charities and trusts designated as a hardship fund for pupils whose parents/carers are unable to meet the full costs of visits/residential are utilised at the discretion of the Governing Body.

November 2011

Review December 2012

Chair of Governors

Date