

# **Charging and Remissions Policy**

## **Trimley St Mary Primary School**

### **ADDITIONAL ACTIVITIES ORGANISED FOR PUPILS CHARGES AND REMISSIONS**

#### **A. INTRODUCTION**

1. The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, educational visits and residential experiences can make towards pupils' personal and social education.
2. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

#### **B. CHARGES**

1. The Governing Body reserves the right to make a charge for the following activities organised by the School
  - (i) those organised for pupils outside of school hours or otherwise deemed to be an optional extra as defined in the Education Reform Act;
  - (ii) those involving a board and lodging element and deemed to be within school hours;
  - (iii) individual instrumental tuition which takes place within school hours, unless it forms part of the syllabus of a prescribed public examination or the National Curriculum;
  - (iv) those involving the purchase or hire of instruments, materials, equipment and clothing (or the provision of them by pupils or parents) in cases where it has discretion so to do.
2. Nothing in this policy statement precludes the Authority from inviting parents to make voluntary contributions towards the cost of providing education for pupils.

#### **C. REMISSIONS**

1. Where the parents of a pupil are in receipt of:
  - Income Support;
  - Income-based Jobseeker's Allowance;
  - Income related Employment and Support Allowance;

- Support under part V1 of the Immigration and Asylum Act 1999;
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit;
- Child tax Credit provided the parent is not entitled to Working Tax Credit and their annual income does not exceed the first threshold level;
- Guaranteed element of State Pension Credit;
- Universal credit.

the Governing Body will remit up to the full the cost of board and lodgings for any residential activity that it organises for the pupil if the activity is deemed to take place within the school hours or where it forms part of the syllabus for a prescribed public examination or the National Curriculum.

In other circumstances, there may be cases of family hardship which make it difficult for pupils to take part in particular activities for which a charge is made. The Governing Body invites parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher based upon individual circumstances.

Review dates:

January 2009  
 January 2010  
 January 2011  
 January 2012  
 January 2014  
 January 2015  
 January 2016  
 March 2017  
 January 2018

Chair of Finance & Personnel.....

Chair of Governors.....

Date.....