

# **Hedon Primary School**

## **Charging and Remissions Policy**

**Approved by governor committee 28<sup>th</sup> January 2014**

**Approved by full governors 26<sup>th</sup> March 2014**

**Review date 26<sup>th</sup> April 2016**

### **Charging**

#### **1. Education during school hours**

1.1 Voluntary contributions towards the cost of any activity wholly or mainly in school hours will be invited and the school reserves the right to cancel any activity, if insufficient funds are available. Families in receipt of benefits or whom have received benefits in the past (See Appendix 1) may contact the head teacher, who will see if any help is available towards the cost. This information will be treated in the strictest confidence.

Optional extra curriculum activities may be charged at cost to parents/carers if necessary.

1.3 Parents may also be invited to make a voluntary contribution towards the cost of ingredients and materials for use in cooking, art and design technology if necessary. This assumes that the parents will own the finished product.

#### **2 Education partly during school hours**

2.1 On residential visits, charges will be made for board and lodging, and for optional extra activities outside school hours. This may include such things as art and craft activities, sport, music or entertainment, where additional instructors or materials may be used. Other costs will be met through voluntary contributions. If insufficient funds are available, residential visits will be cancelled. Participation in any optional extra activity will be on the basis of parental choice and a willingness to meet the charges.

#### **3 Education outside school hours**

3.1 Charges may be made for out-of-school trips on the basis of parental willingness to pay for these 'optional extras'. No remission is available for these trips.

#### **4 Breakages and damages**

4.1 The Governors are entitled to require parents to pay for the cost of damage caused by the pupil's behaviour (e.g. breakage of a window, damage to furniture). This also applies to lost, damaged or defaced textbooks.

#### **5 Music Tuition**

5.1 Musical tuition fees are paid directly to the east Riding of Yorkshire Council. At present the fee is £20 per term. Families in receipt of benefits (See Appendix 1) may contact the head teacher and/or East Riding, who will see if any help is available towards the cost. This information will be treated in the strictest confidence.

#### **6. Remissions**

**Other costs**

Costs for optional activities, breakages and damages may be waived or reduced for parents who are in receipt of benefits (See Appendix 1)

## Appendix 1

**Support may be available for Parents** who can prove they are in receipt of the following benefits. They may therefore be exempt from paying the cost of board and lodging and/or be entitled to support to fund travel costs:

- 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

These criteria are the same as for free lunch entitlement.

Support may also be available for pupils/parents who have, in the past qualified for free school meals.