

## Minsterley Primary School

### Charging and Remissions Policy

1 The Education Act 1996 requires the Governing Body to:-  
“determine and keep under review a policy with respect to the provision of, and the classes or descriptions of cases in which they propose to make charges for, any optional extra board and lodging in respect of which charges are permitted by Section 455...”

2. The governing body have noted that the Education Act 1996 allows charges to be made in the following areas:-

Optional Extras	Activities not related to the National Curriculum or to prescribed public examinations or to fulfil duties relating to religious education taking place out of school time.
Individual Instrumental Tuition	Individual instrumental tuition not related to the National Curriculum or to prescribed public examinations.
Materials used in Craft Subjects	Subject to the parents having agreed in advance they wish to own the finished product.
Board and Lodging Charges	At any time (in school or otherwise) subject to the full remission to those parents in receipt of Income Support, Income based Jobseekers Allowance, support under part IV of the Immigrant and Asylum Act 1999, or Child Tax Credit, providing the annual family income does not exceed £16,190 as at 6 <sup>th</sup> April 2013, for residential visits taking place or deemed to take place in ‘School time’.
Examination Entry Fees	Public examinations not prescribed in regulations. Prescribed public examinations where the pupil has not been prepared by the school. Resits or prescribed public examinations where no further preparation has been provided by the school.

3. The Education Act 1996 does not debar voluntary contributions being made by parents.

The governing body would wish to try and ensure that the level of visits and activities established at the school continue but emphasise to parents that this can only happen with their full support and that activities will either be substantially reduced or cease altogether if parents are not prepared to contribute voluntarily.

The governing body note that parents are not debarred from making voluntary contributions towards the costs of board and lodgings if they wish in any situation, including those in receipt of Income Support, Income based Jobseekers Allowance, support under part iv of the Immigrant and Asylum Act 1999, or Child Tax Credit, providing the annual family income does not exceed £16,190 as at 6<sup>th</sup> April 2013.

4. The governing body notes that the Education Act 1996 prescribes:-

- That no charges may be levied for school activities taking place or deemed to take place in school time;
- That voluntary contributions must be genuinely voluntary;
- That there is no obligation on parents to contribute; and
- That pupils will not be treated differently according to whether or not parents have made any contributions.

The governing body recognises that \* in general, participation in all trips and visits is voluntary and notwithstanding the charging requirement parents have the right, for whatever other reason, to choose that their children not participate.

\* Should participation in any trip be essential for the fulfilling of the school's duties related to the National Curriculum, public examinations or the provision of religious education, parents will be so informed on the occasion of each trip. In these cases, the full cost of the trip will be met by the school, less any voluntary contribution parents may be prepared to make.

5. The Charging and Remission Policy for Minsterley Primary School will, for the time being be as follows:-

5.1 The governors reserve the right to make charges where the law allows and as set out in (2) above.

5.2 Individual instrumental tuition from Shropshire Music Service able to be accommodated at the wishes of parents will be on the understanding that parents meet the full costs involved unless they are entitled to a remission from the Shropshire Music Service.

5.3 From time to time it may be possible for the costs of trips and activities to be subsidised either wholly or in part from private school funds or PTA funds. Parents will be so informed when these occasions arise.

5.4 Should the governing body choose to hold "in school time" residential visits, remission of board and lodging costs will be provided by the school to those who are entitled and who claim.

5.5 The governing body have instructed the head teacher to include in the schools disciplinary code that parents will be asked to meet or contribute towards the costs of damage to or loss of school property arising out of individual pupils' behaviour.

5.6 Swimming. The school organises swimming lessons for all children. Lessons take place in school time and are part of the curriculum. We ask for a voluntary contribution towards the cost of transport to and from the pool and provision of a lifeguard.

6. This policy was reviewed and approved by Governors in March 2015. This policy statement will be kept under review and reviewed at least every 4 years.