

Berry Hill Primary School



Charging and Remissions Policy for School Activities (Primary Schools)

January 2025

General Principles

The School Governing Body and Nottinghamshire LA is committed to the general principle of free education. In drawing up the charging and remissions policies which are set out in this document the Governors have been mindful of the policy statement produced by the Nottinghamshire Education Committee and have also taken account of the Committee's Entitlement Committee.

The Governing Body recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs can make towards all aspects of pupils' education. The Governing Body wish to promote and provide as far as possible such activities for the benefit of pupils at the school.

Charges

The Governing Body reserves the right to make a charge for the following activities which may be organised by the school from time to time.

Residential Activities during school hours; charges may be made for the board and lodging element of those residential activities which take part during school hours. Parents will be notified in advance of any such activities which the school proposes to organise and the estimated cost. Parental consent will be obtained for their child's participating in any such activities for which a charge may be made.

Any charge for a particular activity will be calculated by reference to the actual cost of providing board and lodging for each pupil; no other costs will be covered by the charge. Any remission arrangements for such activities will be at the discretion of the Governing Body except in the circumstances described below.

Activities held outside school hours: the school will aim to provide a range of activities from time to time. These will sometimes include day and residential experiences and are generally known as optional extras. Charges may be made for these activities except where they are provided to fulfil any requirements specified in the syllabus of a prescribed public examination or are required in order to fulfil statutory duties relating to the National Curriculum or to religious education in which case they are not regarded as optional extras as such and charges cannot be made. (Board and lodging charges may still however be made for any residential activities subject to the remission arrangements described below.)

Parents will be notified in advance of any optional extras which the school proposes to organise and the estimated cost. Parental consent will be obtained if their children are to participate in any activities for which a charge may be made.

Any charge for a particular activity will be dependent upon the type of activity and its cost and the number of participants. This charge will not exceed the actual cost of providing the activity, divided equally by the number of pupils willing to participate. The cost of other pupils participating in the visit will not be included in the charge. The charge may however include an appropriate element for things such as:

- Pupil travel costs
- Pupil board and lodging costs
- Materials, books, instruments and other equipment
- Non - teaching staff costs
- Entrance fees to museums, castles, theatres etc.
- Insurance costs
- Expenses only of participating teachers engaged on a separate contract for services to provide the optional extra

Any remission arrangements for such activities will be at the discretion of the Governing Body, except in the circumstances described below.

Materials and Ingredients

A charge will only be made for any materials and ingredients relating to activities taking place during school hours where parents have indicated a wish to own the finished product eg DT. Alternatively parents may, in these circumstances, be asked to volunteer to provide the ingredients and materials prior to the activity taking place.

Music Tuition

Charges may be made for teaching either an individual pupil or groups of children. The charge can include the cost of the teacher giving the tuition as well as the hire of sheet music and instrument.

Swimming

Swimming lessons are given as part of the curriculum. No charge will be made for lessons or transport. Children may have the opportunity to purchase swimming badges upon completion of swimming awards.

Remissions

Where the parents of a pupil are in receipt of:

- Income Support (IS)
- Income Based Jobseekers Allowance (IBJSA)
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, providing that Working Tax Credit is not also received and the family' income (as assessed by Her Majesty's Revenue and Customs) does not exceed the amount as specified in latest guidance
- The guarantee element of the State Pension Credit and
- An income related employment and support allowance that was introduced on 27 October 2008

The Governing Body will remit in full the cost of board and lodging for any residential activity the school organises for the pupil if the activity:

Takes place within school hours or

Forms part of the syllabus for a prescribed public examination or fulfils statutory duties relating to the National Curriculum or religious education, irrespective of whether the activity takes place within or outside school hours.

Any other remission arrangements for a particular activity or pupil will be entirely at the discretion of the Schools Governing Body. Any subsidy provided by the Governing Body will be met from the funds at its disposal.

Voluntary Contributions

Nothing in this policy statement precludes the Head Teacher of the school from inviting parents to make voluntary contributions for the benefit of the school or in support of any activity it organises, whether during or outside its normal hours of opening. Any contributions sought from parents will be entirely voluntary and pupils must not be excluded or treated differently according to whether or not their parents make a contribution in response to any such invitation.

There will be no limit as to the level of voluntary contributions made by an individual but it should be made clear in the letter to parents that if insufficient contributions have been made, a decision may be taken by the Head Teacher to cancel the trip due to insufficient funds received.

Breakages and Damage to Property

The Governing Body or the Head Teacher of the school reserves the right to seek reparation from the parents where their children cause breakages or damage to the school's property.