



Charging and Remissions Policy

Date last reviewed:	Autumn 2020
Frequency of review:	3 Years
Date next review due:	Autumn 2023
Version:	2.0

At Doddinghurst Infant School children become part of a friendly cooperative environment, where there is an atmosphere of mutual respect and trust. We want all our pupils to have equal opportunities to benefit from school activities, both on and off site, within and outside the curriculum. We have duty to ensure that no group of children are disadvantaged due to their gender, ethnic origin, family income or background.

Introduction

The purpose of the policy is to ensure that there is clarity over those items which the school provide free of charge and for those times where there may be a charge.

The policy has been informed by the DfE guidance and the Educations Reform Act 1988 stating that education provided during school hours must be free of charge.

The school day is defined as, 8:55 am – 3:00 pm

Responsibilities

The headteacher will ensure that staff are familiar with and correctly apply the policy.

The Governors will review the policy every three years or when there is a change in guidance from government.

Policy Statement

During the school day all activities that are a necessary part of the National Curriculum plus religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity.

In order that school activities can take place as in the past, schools may invite parents and others to make voluntary contributions towards any aspect of the school's work; for example, cooking ingredients, visits out and visitors in.

The contribution will be genuinely voluntary, though, and the pupils of parents who are unable or unwilling to contribute will not be discriminated against. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it must be cancelled. If the voluntary contributions cause difficulty, please contact the headteacher to discuss options.

Optional activities

We will charge for optional, extra activities provided outside the school day, for example providing resources for after school clubs.

Wise Owl says 'Laugh, Listen, Learn'

Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who are unable to or unwilling to. Support for cases of hardship will come through use of the Pupil Premium grant for eligible children and unrestricted school funds. Parents who would qualify for support are those who are in receipt of eligible benefits. The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

Music tuition

At Doddinghurst Infant School music lessons are arranged between music teachers and the parents and the school does not get involved in charging for these.

Malicious damage

Where it can be proved that a child or group of children have caused damage to school property or resources, a charge will be made to parents in order to replace/mend the damage that has been caused.

Further information

Provisions concerning charging for schools' activities can be found in:

[Chapter 111 of the Education Act 1996 \(section 449-462\)](#)

[The Education \(School Sessions and Charges and Remissions Policies\)\(Information\)\(England\)regulations 1999](#)

[The Charges for Music Tuition \(England\) Regulations 2007](#)