

# Ryarsh Primary School

## Charging and Remissions Policy

This policy is based on current DfE guidance "[Charging for school activities](#)" (May 2018).

### Introduction

The purpose of the policy is to ensure that, during the school day, all children have full and free access to a broad and balanced curriculum.

The school day is defined as 8.55 -12.15 and 1.15 - 3.15.

### During the school day

Subject to limited exceptions listed in this policy, all education provided during school hours will be free of charge.

Voluntary contributions may be sought for activities during the school day which entail additional costs, although these will be kept to a minimum and wherever possible be budgeted for from the main school budget. For example, at Ryarsh voluntary contributions are currently requested for class trips and swimming. Additionally, the school asks for a School Fund voluntary contribution from all parents at the start of each school year, which is used to fund in-school enrichment events including visitors and workshops.

No pupil will be prevented from participating because his/her parents/carers cannot or will not make a contribution. Children of parents who do not make a contribution will not be treated any differently. If a particular activity cannot take place without sufficient voluntary contributions from parents, this will be explained at the planning stage. An activity may be cancelled if insufficient voluntary contributions are collected.

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

### Optional extra activities

Charges may be made for optional extra activities. For example, at Ryarsh optional extras currently include activities such as extended schools services (breakfast club and after school club), sports clubs run by external organisations, cookery club and instrumental music tuition provided at the request of parents. The cost of optional extras can include charges for staff, buildings/accommodation and materials, books, instruments or equipment provided in connection with the optional extra.

### Residentials

Ryarsh Primary School will charge parents for board and lodging on residential trips and request voluntary contributions to cover the cost of the coach travel and other activities during the trip.

### **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 equally by the total number of pupils participating. Charges will not include an element of subsidy for any other pupils wishing to participate in the activity whose parents are unable or unwilling to pay the full charge.

### **Support for parents on low incomes**

Parents who are on low incomes and in receipt of the benefits listed below will be offered financial support for voluntary contributions and charges for optional extras. Financial support may be obtained through the allocation of Pupil Premium funding or support through local charitable foundations. The relevant benefits are currently:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit
- Working Tax Credit run-on
- Universal Credit

### **Arrangements for monitoring and evaluation**

The Finance Monitoring pair may monitor the impact of this policy by requesting, a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies.

<b>Policy adopted by Governing Body</b>	Autumn Term 2021
<b>To be reviewed</b>	Autumn Term 2024
<b>Signed by Head Teacher</b>	
<b>Signed by Chair of Governors</b>	