

SLEDMERE & WETWANG FEDERATION

Charging & Remissions Policy 2023-24

Education within school hours is free and no charges are made for activities which are part of the National Curriculum or Religious Education.

Visits or activities may take place which enrich the curriculum and although no charge will be levied, the school may ask parents for a voluntary contribution. Pupils of parents who are unable or unwilling to contribute will not be discriminated against. When there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, the school reserves the right to cancel the visit where prior notice of this fact has been given to parents.

Charging Policy

The Governing Body reserves the right to make a charge for the activities and items detailed below:

Visits: which are not part of the school curriculum or are outside the school day (i.e. Weekends or residential). For day visits in curriculum time parents will be asked for a voluntary contribution.

Extended School Provision: These sessions are booked and paid for via ParentPay.

Music Tuition: *provided in school time*, if it is not a requirement of the National Curriculum and is provided for an individual pupil or for groups of pupils.

Loss of equipment or damage to school property: the cost of replacing any item, such as a broken window or defaced, damaged or lost book, where this is a result of a pupil's behaviour.

Residential visits: within normal school hours. When the amount of school time on the visit is half or more of the total time of the visit, a charge will be made for board and lodgings. Voluntary contributions will be requested for travel and excursion fees and expenses. Parents/guardians will be informed of the expected cost of the visit and asked to complete a commitment form prior to the booking of the visit.

Cycling Proficiency: These lessons are available over 2 days for children when in Year 5 or 6. To note failure of children to attend both dates results in the school being fined and the cost of the fine will be charged to the parent.

School Meals: There is a charge for the provision of a hot meal at school for key stage 2 children (from year 3 upwards). Payment for meals is required until confirmation of entitlement to Free School meals from the

Local Authority is received. If more than 10 meals are owed for then your child will be unable to have a school meal until the arrears are cleared.

Publications and information: Charges are made for requests of information available under the School's Publication Scheme.

Community Use of the School: All requests for hire of the school site or building should be directed to the School Business Manager (SBM) or Headteacher. Charges will be determined by the Finance Committee and will at least cover the cost of providing the facilities.

Photocopying: The school will charge an appropriate amount for the use of the photocopier outside normal school use (currently 10p per copy this does not include the cost of paper).

Damage/Loss to Property: A charge will be made in respect of damage/loss of school property or that of a third party where this charge is then recharged to the school. This charge will either be for the cost of the repair or a contribution towards the cost at the Headteacher's discretion.

Remissions Policy.

When the school informs parents about a forthcoming visit, it will be made clear that parents who can prove they are in receipt of the following benefits will be exempt from paying the cost of board and lodging:

- Income Support (IS);
- Income Based Jobseekers Allowance (IBJSA);
- support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed the yearly Inland Revenue assessed threshold ;
- the guarantee element of State Pension Credit; and
- an income related employment and support allowance
- In receipt of universal credit

Parents/guardians who have difficulty meeting any charges should discuss the matter in confidence with the SBM or Headteacher.

Reviewed and adopted by the Finance Committee on: 25.01.2024

Name of Chair of Governors: Mr T Hemesley

Signature of Chair of Governors: _____