

Cheadle Primary School

Charging and Remissions Policy

Aim

The aim of this policy is to set out what charges will be levied for school activities, external lettings and extended school provision, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents. Guidance is based on the Education Act 1996: Sections 449-462.

Responsibilities

The Governing Body of the School are responsible for determining the content of the policy and the head teacher for implementation. Any determinations with respect to individual parents will be considered jointly by the head teacher and Governing Body.

Definitions

Community Facilities – activities which the governors do not feel is of direct educational benefit to children at the school

Extended school provision – provision of childcare outside the standard school day where it is optional as to whether the child attends

External Lettings – letting to an organisation other than the school

Remission – where a charge is not payable, either in full or in part

Sinking Fund – a reserve put aside over a number of years to pay for major maintenance or renewal costs

Prohibition of Charges

The Governing Body of the School recognise that the legislation prohibits charges for the following:

- education provided during school hours (including the supply of any materials, books, instruments or other equipment);
- education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- tuition for pupils learning to play musical instruments if the tuition is required as an essential part of the National Curriculum, or part of a syllabus for a prescribed public examination syllabus being followed by the pupil, or the first access to the Key Stage 2 Instrumental and Vocal Tuition Programme (Wider Opportunities);
- entry for a prescribed public examination, if the pupil has been prepared for it at the school;
- education provided on any trip that takes place during school hours;
- education provided on any trip that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of the schools basic curriculum for religious education;

- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip;
- transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport;
- transporting registered pupils to other premises where the governing body or local education authority has arranged for pupils to be educated;
- transport that enables a pupil to meet an examination requirement when he has been prepared for that examination at the school;
- transport provided in connection with an educational trip

Charges

Residential Visits

Costs to be determined by the Governors Finance Committee prior to confirmation of booking and will be agreed dependent on the whole budget setting process.

Extra Curricular Activities

The school may offer extra-curricular activities after school. Where these are run by a member of the school's staff, there is normally no charge. Where an activity is run after school organised by a qualified person who is not a member of the school staff or a club, then a charge could be made for these sessions, payable to the qualified person or club. Any charge made will only meet costs, not raise funds.

Music Tuition

Individual or group tuition in the playing of a musical instrument at a fee determined annually by the Governors.

Damaged or Lost School Property

Parents may be asked to make a contribution towards replacing damaged or lost property caused wilfully or negligently by their children.

External Lettings

See the school's Lettings Policy.

Extended School Care

These activities include the Fun Club and "wrap around" nursery provision.

Transport

The school cannot charge for transport provided in connection with an educational visit but may ask for a voluntary contribution.

The school may make a charge if pupils are transported in a minibus or coach to an extra-curricular activity. However, these charges will be used to cover the expenses of the trip only and not to make a profit.

Swimming

The pupils participate in swimming lessons during school time and lessons are part of the National Curriculum. No charge is made for this activity.

Remissions

Children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of charges both for the core educational and for board and lodging costs during residential school trips. Subsidised funding may also be available under the same criteria for the following:

- music tuition provided by peripatetic music teachers in school
- school trips or visits organised to enrich the curriculum and educational experience of the pupils
- lunchtime or after school clubs where a charge is made by an external provider (excluding before and after school care club)
- uniform
- extended school activities

The relevant support payments are:

Child Tax Credit but <u>do not</u> receive Working Tax Credit and that the household income is less than £16,190 (PLEASE NOTE ANYONE RECEIVING WORKING TAX CREDIT, OR IF YOU HAVE A PARTNER AND THEY RECEIVE IT, REGARDLESS OF INCOME, YOU WILL NOT QUALIFY)
Income Support
Income-Based Job Seekers Allowance
Income Related Employment and Support Allowance
The Guarantee Element of State Pension Credit
Support under part VI of the Immigration and Asylum Act 1999

Voluntary Contributions

Parents will be invited to make a voluntary contribution for the following:

- a) school trips
- b) visiting educational groups or workshops

The terms of any request made to parents will specify that the request is for a voluntary contribution and in no way represents a charge. In addition the following will be made clear to parents:

- a) that the contribution is genuinely voluntary and a parent is under no obligation to pay; and
- b) that registered pupils at the school will not be treated differently according to whether or not their parents have made any contribution in response to the request.
- c) that the trip may be cancelled if sufficient voluntary contributions are not received

The costs of any optional extra undertaken by any pupil whose parents/guardians are unable to pay may not be included in the charge to other pupils but must be funded through the delegated budget, school fund or other fundraising.

The responsibility for determining the level of voluntary contribution is delegated to the head teacher.

Cheadle Primary School

'Be proud of yourself, your school and your achievements'

Fun Club

Before School

£3.00: 7.30am-8.45am

£1.50: 8.00am-8.45am

Toast and drink included

KS1 children are walked over to their playgrounds in the morning and watched until they go into school.

KS1 children are collected from their teachers after school and walked over to Fun Club

We offer a wide range of activities for children of all ages in which to participate - games, jigsaws, Nintendo Wii, arts and crafts, TV, role play activities and outdoor play

After School

Opens 3.15pm 'till 6.00pm

£3.00 'till 4.30pm

£6.00 'till 5.30pm

£7.00 'till 6.00pm

Cake/Biscuit and drink included

Holidays

Opens at 7.30am 'till 6.00pm

£12 for 5 hrs

£18 for 5 - 7 hrs

£24 for more than 7 hrs

Packed lunch needed



STAFF

Fun Club Leader - Nichola Riley (BTEC National Diploma in Early Years Level 3)

Fun Club Deputy Leader - Janine Chell (CACHE Level 3 Playwork)

Fun Club Play Assistant - Angela Worsley (CACHE Level 3 Playwork)

Our policies are available on request