



# Charging and Remissions Policy

Last Reviewed 1<sup>st</sup> September 2023

## Rationale

At Pucklechurch CE VC Primary School, we are committed to ensuring the equal opportunities for all pupils, regardless of financial circumstances, and has established the following policy and procedures to ensure that no child is discriminated against by our offering of school trips, activities and educational extras.

We promise to adhere to the Government legislation through the Education Reform Act 1988 which states that the objectives of the charging provision are:

- to maintain the right to free school education.
- to establish that activities offered wholly or mainly during normal teaching time should be available to all children regardless of their parents'/carers ability or willingness to help meet the costs.
- to emphasise that there is no statutory requirement to charge for any form of education or related activity, but to give L.A.s and schools the discretion to charge for optional activities provided wholly or mainly out of school hours.
- to confirm the right of L.A.s and schools to invite voluntary contributions for the benefit of the school, or in support of any activity organised by the school, whether during or outside school hours.

## Guidance

The Governing Body of the school recognises the valuable contribution that the wide range of additional activities provided at the school, including clubs, educational visits, and residential experiences, can make towards the personal and social education of pupils at the school and have therefore approved the following:

### School visits

- This school will ask for voluntary contributions from parents/carers to cover the cost of each visit to include transport by coach, entrance fees if applicable and any costs for accompanying adults.
- No child will be treated differently regardless of whether their parents/carers have made a contribution.
- No profit will be made by the school through the cost of school trips.
- School visits will be arranged on the understanding that if insufficient voluntary contributions are given the visit may not take place. This will be at the discretion of the Headteacher and/or the Governing Body.
- If a family has difficulty in financing a school trip, they should speak in confidence to the Headteacher.
- Parents of children eligible for Free School Meals (not Universal Free School Meals) will be able to request support with the cost of school trips or visits that form part of the curriculum.
- Pupil Premium Funding may be used to support disadvantaged pupils.

### Letters to Parent/Carers

- Whenever an activity or visit is planned, an electronic letter giving details will be sent to parents/carers informing them of any voluntary contributions stating that making electronic payment will be taken as permission for the child to attend.
- Any letter sent to parents will also state that should there be insufficient contributions the activity/visit may not take place

### Damage/loss

- The Governing Body and the Headteacher may ask parents/carers to pay for damage or loss to school property or equipment which may be incurred if children have not responded to school guidelines.

### Music lessons

- In line with the Charges for Music Tuition (England) Regulations 2007, fees are charged for individual or group instrumental teaching taken by peripatetic teachers. This may include the cost of instrument hire and sheet music, as well as the cost of the teacher. Music tuition is the only activity during school hours for which a charge is made.

### Community Facilities

- The Governing Body reserves the right to charge community organisations for the use of school facilities. Further details are available in Pucklechurch CE VC Primary's school Lettings Policy.

### Pupil Premium Funding

The school receives money to support children who are currently in receipt of Free School Meals (not Universal Free school meals) or who have received them within the last six years. We also receive money for any child who is adopted, who comes from a service family or who is/has been in local authority care. (must be applied for)

There are many ways that the school can use this pupil premium funding to support learners, but this is always allocated on a case by case basis based on the child's needs and circumstances. On the school website <http://www.pucklechurchprimary.org.uk/> the pupil premium spending reports can be found which illustrate how the funding has been spent each year.

This changes each year but examples of support that the school have offered in recent years includes;

- Extra support in class or time with teaching assistants
- Pre-teaching or catch up sessions with the class teacher or teaching assistant
- Before or after school club space paid for
- Subsidised school day trips and residential trips (see below)
- Uniform package

The Governing Body at Pucklechurch CE VC Primary School rely on the extensive research and advice for guidance as to what best impacts on pupil outcomes and wellbeing. Therefore, support is not offered in an equal way but in an equitable way meaning that a child's need and barriers to learning are assessed and then provided for as the school deems appropriate. Consequently, with the exception of school trips, there is no 'right' to receive any offered element. Children who are

currently in receipt of free school's meals will always be prioritised for additional opportunities and funding support.