

# **Stocksbridge Nursery Infant School**



## **Charging and Remissions Policy**

(Reviewed September 2015)



Stocksbridge Nursery Infant School

## **GOVERNORS' CHARGING & REMISSIONS POLICY**

This guidance has been written to provide at-a-glance information and complements the information given in "A Guide to the Law for School Governors" (Chapter 23). This guidance accurately reflects the terms of the Education Act 1996, but it is not a substitute for those terms. The Governing Body of Ecclesall Infant School recognises the valuable contribution that the wide range of additional activities, including day visits, clubs and residential experiences, can make towards pupils' education. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

### **CHARGES**

#### General

The school provides all the books and equipment necessary to study the school's curriculum. From time to time, children are given the opportunity to enrich this learning and to take part in extra curricular activities, for which a voluntary contribution requested from parents/carers. There will be no obligation for parents/carers to pay this. We would be unable to provide these activities without the willingness of parents/carers to make such voluntary contributions towards the cost.

#### School Visits

We often arrange visits for the children in connection with the topic they are studying. Some of these visits are local and cost very little whilst others are further afield. Whenever we organise such a visit, we request that parents/carers make a voluntary contribution towards the cost. If insufficient contributions were made, we would be unable to continue with the visit. Families who do not meet the remissions criteria but who are experiencing financial difficulty should approach the Head Teacher to discuss paying in instalments. We will inform parents/carers of organised trips as early as possible each term. Individual Instrumental Tuition The school offers tuition in individual musical instruments for which parents are charged directly by the Sheffield Music Service or other providers.

#### Special Events in School

Each year we enrich the school curriculum with special events such as in school theatre performances and visiting poets, authors and artists. We sometimes ask for a voluntary parental contribution towards the cost of such events.

Charging in Kind As part of the curriculum, we sometimes ask for payment for a contribution towards the cost of materials, ingredients, equipment (or the provision of them by parents/carers) for example for D & T or Art.

The Governing Body reserve the right to charge for ingredients and materials, or require them to be provided, if the parents/carers have indicated in advance that they wish to own the finished product.

#### Lost Items, Damage

Parents/carers are expected to replace or pay for lost items of school equipment or books. Parents/carers will be charged for wilful damage carried out by their child to the school building, furniture or other property.

### Insurance costs

For each visit a charge will be made to cover the insurance.

**REMISSION** The Governing Body may wish to remit in full or in part, the cost of activities for particular parents/carers, for example, in the case of family hardship e.g. families in receipt of:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income(as assessed by Her Majesty's Revenue and Customs) that does not exceed £16,190 (Financial Year 2011/12);
- the guarantee element of State Pension Credit
- Working Tax Credit 'run-on' – the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit.

When arranging a chargeable activity such parents/carers are invited to talk to the Head Teacher in confidence to discuss the remission of charges in full or in part. The Head Teacher in consultation with the Chair of Governors will make authorisation for any such remission.

Jane Townsend  
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