



Linton CE Infant School

Policy for:

Charging remissions

Agreed by: Full Governing Body

Date: Sept 2015

Review Date: Sept 2016

Linton CE Infants where happiness and achievement go hand in hand

Linton CE Infant School: where happiness and achievement go hand in hand

The staff and governors at Linton C.E. Infant school provide an environment where children and all school members can be happy, healthy and safe and achieve their full social and intellectual potential.

We do this by:

- creating a caring, Christian environment,
- creating happy, stimulating and exciting opportunities for learning,
- developing positive relationships based on respect of self and others,
- supporting a creative approach to personal development and growth.

We work in partnership with parents and our community to fully equip children for their future.

Introduction

- There is no charge for admitting pupils to the school.
- There is no charge for education or any activity undertaken within normal school hours (see below) except for board and lodging on residential courses.
- Charges may be made for the cost of activities provided outside school hours (see below) except where the activity is specifically required by external examination syllabus or national curriculum legislation.
- The school may invite, but not require, parents to make voluntary contributions to the school's activities to enhance what is otherwise provided e.g. school visits or journeys (see 4 below).
- The school may decide to support an activity from general funds or specific fund-raising events.
- A charge may be made for external activities not organised by the school or LA.

Activities partly during school hours

To determine whether an activity takes place in or out of school hours the following criteria are used:

Non-residential activities

- i. If 50% or more of the period spent on an activity occurs during school hours the activity is deemed to take place in school.
- ii. Where less than 50% of the period spent on the activity falls during school hours the activity is deemed to take place outside school hours and may therefore be considered an 'optional extra'.

In calculation:

- Travel time can be counted if in school hours.
- School hours do not include the lunch break.

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Activities that can be charged for.

Music tuition

Provided it is not part of the National Curriculum charges may be made for instrumental music tuition in school hours for either an individual pupil or pupils in groups of up to four. The charge can include the cost of sheet music and the hire and insurance of a musical instrument.

Optional Extras

Charges may be made for education provided for pupils wholly or mainly outside of school hours provided the provision is not for the National Curriculum, a prescribed public examination syllabus or for statutory religious educational activities.

Charging for Materials

The school will provide or pay for any ingredients, materials, equipment, etc., needed for particular subjects such as Design Technology. Parents who are willing to contribute in cash or in kind can however be encouraged to do so on a voluntary basis. The school may charge for or require the supply of ingredients and materials if parents have indicated in advance a wish to own the finished product.

Breakage and Damages

The governors are entitled to require parents to pay for the cost of damage caused by the pupil's behaviour (e.g. breakage of a window, damage to furniture). This also applies to lost, damaged or defaced books.

Voluntary Contributions

Parents may be invited to make voluntary contributions (in cash or in kind) to enhance activities e.g. school visits, journeys, music tuition (see 3.1)
In such cases the school will indicate the level of contribution required for the activity to take place. The school reserves the right to cancel the activity if insufficient funds are available.
No pupil will be excluded from an activity if their parent cannot or will not make a contribution of any kind.

Remission Policy

Any charge may be remitted in full, if the family is in receipt of family tax credit or income support and applies for remission to the Headteacher (or in cases of hardship at the discretion of the Governing Body). (App1)

The Headteacher should advise all parents that anyone in receipt of family tax credit or income support is entitled to claim remission. (App 1)

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Appendix 1



Linton CE Infant School **Application for Financial Help – Linton School Support Fund**

Name:	Parent of:
Event and date:	Year group:
Cost of event:	
Circumstances/evidence of benefits etc:	
Parents to pay:	
Linton School Support Fund to pay:	
Date of application:	
Signed:	Parent/Carer
Signed:	Headteacher
Application status:	