



# Broadway Infant School

## Charging and Remissions policy

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Date of review March 2021	Reviewed by: Resource committee	Next Review: March 2022
Date of review 7 <sup>th</sup> March 2023	Reviewed by: FGB	Next Review: March 2024
Date of review	Reviewed by:	Next Review:
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## **CHARGING AND REMISSIONS POLICY**

To be read in conjunction with all other policies and the Broadway Equalities and Community Cohesion Scheme

### **Basic Principles**

Charging for School Activities (ERA 1988). The basic principles underlying the charging provisions of the 1988 Act is that education provided by any maintained school such as Broadway Infant School should be free of charge if it takes place wholly or mainly during school hours. This policy was also formed in accordance with the County's Charging and Remissions Policy.

### **Aims and objectives**

We aim to provide children with the opportunity to experience learning through a creative fun and fulfilling curriculum. We endeavour to enrich their learning experiences by engaging them in a variety of activities that supplement curriculum delivery such as school trips, engaging with visitors to school, musical workshops, plays and pantomimes etc. Participating in these activities can sometimes also help children feel part of the local community and the wider world.

### **Guidelines**

In order to continue with this important work and maximise on the experiences derived from off-site visits plus at the same time, to overcome the financial difficulties that exist, the school can ask for an appropriate amount for a voluntary contribution. All contributions must be voluntary and no child will be excluded from going on a trip if their parents/carers cannot afford it. However, the trip may have to be cancelled if there is insufficient financial support. No parent/carer will be expected to contribute to another child's place.

Visits/additional activities organised by the school are always linked to the school curriculum. Costs for a trip are considered and agreed by staff and the Headteacher prior to the event taking into account coach fees plus the fees directly related to the event. These costs are then divided equally across the total number of children taking part regardless of ability to pay. The Headteacher has the delegated authority to use School Fund money to subsidise the cost of every trip that takes place. The level of subsidy for each trip is considered on each individual trip basis but the Headteacher aims to ensure that the cost to parents for the majority of trips will be £10.00 or less. Class teachers are encouraged to plan up to three trips or events per year.

Children undertaking activities such as food technology during school hours will also have an equal opportunity to take part. When children take the products of food technology studies away with them to be consumed at home, a voluntary contribution may again be requested from the parents/carers.

In cases of financial hardship, the Headteacher is authorised to use additional School Fund money to supplement school related costs such as visits/events etc. If a parent/carer finds themselves in financial hardship they should make an appointment to see the Headteacher who can then discuss how the school can provide advice or financial support relating to school related costs. Any meeting of this nature will remain confidential between the Headteacher and the parents/carers concerned.

Senior staff and governors will always check for any known changes in legislation or local requirements before applying this policy.

## **Conclusion**

All children will have an equal opportunity to take part in school activities and an equal access to educational experiences taking place during school hours. This is not dependent on their parents/carers ability or willingness to make payment to cover the cost. Disabled children are also legally entitled to expect reasonable adjustments to be made to facilitate their participation in all aspects of school life and we are committed to achieving this whenever practicable.

This policy will be reviewed at least every three years.

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