



# Woolston Infant School

## Charging and Remissions Policy

Authorised on behalf of the Governing Body:	Andy Steege <b>Chair Governors</b> Date: June 2023	Next policy review due: July 2025
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## Charging and Remissions Policy

### Aim:

At Woolston Infant School we adopt the principles of the 1996 Education Act in maintaining the right to free education for all children.

### Objectives:

The objectives of the charging provisions in the 1996 Education Act are

- To maintain the right to free school education.
- To establish that activities offered wholly or mainly during normal teaching times should be available to all pupils regardless of their parents' ability or willingness to help meet the cost.
- To emphasise that there are no statutory requirements to charge for any form of education or related activity but to give schools the discretion to charge for optional activities provided wholly or mainly out of school hours.
- To confirm the right of schools to invite voluntary contributions for the benefit of the school whether during or outside school hours.

The act allows the school to request voluntary contributions to broaden children's educational experience. We will ensure that all pupils have access to all areas of school life, regardless of their parent's ability to pay.

### Procedure:

There will be no charge for general education during school hours. Opportunities may arise for children to participate in activities that are not essential to The National Curriculum or Early Years Foundation Stage Curriculum, but which enrich and widen pupils' experience. E.g. Educational Visits, Theatre Groups etc. As no charge can be made for these voluntary contributions will be requested from parents

No child will be denied participation regardless of any contribution made. However, if insufficient funds are raised the event may have to be cancelled.

Activities that take place in the school, but outside of school hours (extra-curricular clubs, Breakfast Club, After School Child Care) are subject to payments by parents.

#### Educational Visits

- Voluntary contributions are sought from parents to cover the cost of these activities.
- No child will be excluded from participating in the activity because of non-payment
- If a substantial number of parents are unable to contribute it may be necessary to cancel an activity due to the additional cost this would place on the school budget.
- The school may subsidise activities to ensure that they take place but this cannot be guaranteed.
- The school will not seek to make a profit from charging for school activities.
- All parental contributions will be logged in line with correct financial practices.

### Visiting Groups or individuals

Parents may be asked to make a voluntary contribution towards the cost of a school activity such as a visiting theatre group. No child will be excluded from this type of activity because parents are unable or unwilling to make a voluntary contribution.

The activity may need to be cancelled if it not financially viable.

### Breakfast and After School Child Care

Activities that take place in the school, outside of school hours are subject to payments by parents. This includes

- Breakfast Club
- After School Club
- After School Sports Clubs

Parents will always be informed of the costs involved when their permission is sought for their child to participate. Booking forms will need to be completed termly for spaces to be allocated. It is the parents' responsibility to ensure that completed forms are handed into the office. Spare forms are available from the office should you not receive one with your invoice.

Places in both breakfast club and after school childcare are limited and not guaranteed. Places will be offered to parents who have paid their invoices to date and in order of receipt into the office. Should we be unable to offer requested sessions, the child's name will be added to the waiting list and parents notified as soon as a place becomes available.

In the event of non-payment, use of the club is suspended.

### Uniform

The school receives a small grant each year to subsidise the cost of school uniform. This will provide some clothing each year to children who are eligible for Pupil Premium.

### Value for Money

We believe we should always seek to maximise the value for money we obtain for an activity. We are committed to keeping costs as low as possible whilst maximising the educational and social benefit of any activity.

The headteacher and Governors will consider cases of genuine financial need and remit charges where appropriate.

The Headteacher will monitor all letters that are sent to parents seeking financial contributions to ensure they meet the statements of principle outlined in this policy.