

*At Holme Junior & Infant School,
we empower every individual to be
resilient and independent lifelong learners,
who value and respect their environment,
developing high aspirations
to reach their full potential.*



HOLME JUNIOR & INFANT SCHOOL

Headteacher: Mr. Damien Bond

Charging and Remissions Policy

Document Status			
Date of Next Review	February 2024	Finance Committee	
Success Criteria for review completion	All docs read and amended as necessary.	Responsibility	Chair of Finance Committee
Date of Policy Creation	February 2023	Name	Max King
Date of Policy Adoption by Governing Body		Signed: (Governor responsible) Signed: (Headteacher)	
February 2023			
Method of Communication (e.g Website, Noticeboard, etc)			
Website, Server, Policy File in Office			

In conformity with the requirements of the Education Reform Act 1988, it is the policy of the Governing Body:

- To make a broad programme of activities and trips accessible to as many pupils as possible
- To establish and maintain a fair and coherent system of charges within the constraints of the school budget, seeking to ensure that no child should have their access to the curriculum limited by charges.
- To ensure that there is a clear distinction in charging between Curriculum and Non-Curriculum activities.
- To ensure that all contributions that are requested from parents and carers are used to fund the activity for which they are requested.

Day Visits and Events

When a visit is proposed during the normal school day, contributions will be requested to cover, but not exceed, the cost of the visit. These contributions are voluntary and will be entirely used to fund the activity for which they are requested. No child may be excluded because of inability to pay but the school is entitled to cancel the visit if the level of contributions does not meet its budgetary requirements.

Residential Visits

When a residential visit is planned, the school will charge the parents or carers the cost of board and lodging. For costs other than board and lodging, a voluntary contribution will also be requested and will be entirely used to fund the activity. No child may be excluded because of inability to pay but the school is entitled to cancel the visit if the level of contributions does not

meet its budgetary requirements. Children in receipt of pupil premium will be eligible for a discount towards the residential trip; this is discussed with the parents prior to payment.

General Lesson Costs

The school is entitled, in certain circumstances, to levy a charge in respect of practical subjects, for full or partial cost of materials and ingredients if parents or carers have indicated in advance that they wish to own the finished product.

Music Tuition

All children study music as part of the normal school curriculum. If and when available, there is a charge for individual or group music tuition if this is not part of the National Curriculum.

Non-Curriculum visits and after school activities

The school will levy a charge for educational visits and after school clubs which are not part of the National Curriculum, statutory religious education or in preparation for a prescribed public examination. The school reserves the right to cancel the visit or club if there are insufficient pupils to make it viable, in these circumstances a full refund will be given. Externally run clubs will issue their own charges for clubs that are run. It is the responsibility of the Club to issue any refunds to parents for sessions cancelled.

School Property

The school may charge parents for damage to or loss of school property caused willfully or negligently by their children.

Private Lettings

The school may charge for private lettings using the scale of charges as set out for directed community use of school premises by the Local Authority, to include VAT where appropriate.

Statutory Remission

Where the school is entitled to make a charge, this element is repaid to those parents and carers who are in receipt of either:-

- income support
- income-based job seeker's allowance
- income-related employment and support allowance
- child tax credit with an income of less than the current agreed maximum amount and **not** in receipt of working tax credit
- support under part VI of the immigration and asylum act 1999
- guarantee element of state pension credit

The Charging and Remissions Policy is correct as of the 17th January 2022 and will be reviewed at regular intervals and charges may be adjusted as a result of that review.