

Netherfield Primary School and Pre-School

CHARGING AND REMISSIONS POLICY

October 2016

Nurturing the potential of all, striving to be the best we can be.

Enjoy, Learn, Achieve

Charging and Remissions Policy

Netherfield Primary School has adopted the general principles of the Nottinghamshire Local Authority Charging and Remissions Policy.

GENERAL PRINCIPLES

1. Nottinghamshire County Council is committed to the principle of free education at the schools it maintains and believes that central to this principle is an entitlement curriculum to which all pupils should have free access as of right. Nottinghamshire County Council schools are resourced accordingly. It is not expected therefore that schools will charge for activities which have been resourced through their budgets.
2. The County Council recognises the valuable contribution schools can make to the range of educational experiences offered to their pupils by organising a range of visits and other non-classroom based activities, either inside or outside school hours. The County Council accepts that in these circumstances it may be necessary for a school to seek financial contributions from parents if the expenses of a particular activity cannot wholly be contained from within the funds normally available to the school.
3. In arranging activities for which a voluntary parental contribution may be sought, the County Council expects each school to bear in mind whether the requested contribution is reasonable and within the scope of the majority of parents of pupils at the school.
4. The County Council expects schools to operate within the law and not charge for those activities for which, legally, charges cannot be made. Within these legal constraints, however, the County Council recognises that each school Governing Body is responsible for its own charging and remissions policy. The County Council would wish to encourage school governing bodies, in determining their policies in this respect, to be mindful of the financial circumstances of pupils and their parents. The County Council would also wish to remind school governing bodies that pupils may be assisted, at the governors' discretion, from the school's budget or other funds at their disposal and that pupils must not be excluded from any school activity that extends or enriches the curriculum for their class or group because they have not made a contribution to the cost.

CHARGING POLICY

General position

In recognition of its commitment to free education, Netherfield Primary School does not normally charge pupils or parents for any activity which it directly organises, except in the circumstances described in this document.

School Governing Body responsibilities

The responsibility for charging for other school activities, for which charges are permitted under the Education Act 1996, rests with each individual school Governing Body, although the County Council expects that in determining their charging policies school Governors will be mindful of the general principles set out in the Local Authority Charging and Remissions Policy.

Residential activities held during school hours

Charges may be made at the discretion of the Governing Body for the board and lodging and extra-curricular activity element of any residential activities which take place during school hours. Any such charge will be calculated by reference to the actual cost of providing board and lodging for each pupil, plus costs of activities over and above the usual curriculum provided (eg. canoeing, rock climbing, etc. at Caythorpe residential centre); no other costs will be covered by the charge. Any remission arrangements for activities of this type will be at the discretion of the Director of Children and Young People's Services, except in the circumstances described in paragraph 14 below.

Activities held outside school hours

Charges may be made at the discretion of the Governing Body for these activities. Any such charge will not exceed the actual cost of providing the activity, divided equally by the number of pupils participating in the activity. The cost of other pupils participating in the activity will not be included in the charge. The charge may however include an appropriate element for the following, as appropriate:

- the pupil's travel costs;
- the pupil's board and lodging costs;
- non-teaching staff costs;
- materials, instruments and other equipment;
- entrance fees to places of interest;
- insurance costs;
- the expenses only of any participating teachers engaged on a separate contract for services to provide the activity.

Any remission arrangements for such activities will be at the discretion of the Governing Body

Voluntary Contributions

The restrictions on charging for activities do not in any way prohibit our school from seeking voluntary contributions from parents for the benefit of the school or towards any school activities. Any such contributions are, however, genuinely voluntary. If contributions are requested:

- there is no obligation to contribute: and
- pupils will not be treated differently according to whether or not their parents have contributed.

If an activity cannot take place without voluntary contributions, we will make this clear to parents. The initial letter to parents regarding the activity will indicate the contribution per pupil which would be required if the activity were to take place. On occasions it is understood that activities may not take place if insufficient parents were able to support it, in this situation any donations made will be reimbursed to parents.

REMISSION POLICY

The Council has determined the following policies which partly or wholly remit certain charges which may be payable by pupils and their parents. The remission policy set out below relates to pupils attending schools maintained by Nottinghamshire County Council and in certain cases is only available to those pupils who actually live in Nottinghamshire.

Board and lodging charges for residential trips

Any charges for board and lodging for a residential trip, within the terms of the schemes outlined above, will be fully remitted either by the Council or the school Governing Body, depending upon who funds the visit, provided that the activity:

(i) takes place during school hours, OR

(ii) forms part of the syllabus for a prescribed public examination or fulfils statutory duties relating to the National Curriculum or religious education, irrespective of whether the activity takes place within or outside school hours

And the parents are in receipt of:

- Income-Support
- Income-based Job Seeker's Allowance
- An income-related employment and support allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, where the parent is not entitled to Working Tax Credit and has an annual income (as assessed by HM Revenue and Customs) that does not exceed £16,190
- The Guarantee element of State Pension Credit

Ratified by Governors: September 2012

Review date: October 2017

Signature Date