

INKBERROW PRIMARY SCHOOL

Love to Learn, Learn to Care

**We aspire for all our children to become confident, secure, caring individuals who achieve personal success and develop a love of learning.**

Charges and Remissions Policy



**Policy Author: Glenn Duggan Seville**

**Policy Approved By: LGB May 2024**

**Date of next review: IPS Governing Board – Autumn 2025**

**1 Introduction**

Section 457 of the Education Act 1996 requires the Governing Board of any school to adopt a policy on charging and remission arrangements for school activities.

## 2 **School Trips**

- **Residential (Essential)** – For residential trips which are essential to the National Curriculum, in preparation for accredited examinations, a charge will be levied for board and lodging.
- **Residential (Non-essential)** – For residential trips which are not essential to the National Curriculum, in preparation for prescribed examinations a charge will be levied up to the full cost of the trip.

## 3 **Materials, Books, Instruments, Equipment**

Any materials, books, instruments, or equipment, where the Student or Parent wishes him/her to own them, a charge may be levied for the cost of the materials used.

## 4 **Music Tuition**

The Governing Body reserves the right to levy charges in respect of individual and group music tuition.

## 5 **Activities Outside School Hours**

No charge will be made for activities outside school hours unless these activities that are run by an external agency.

For all other activities outside school hours, the Governing Body reserves the right to charge up to the cost of the activity.

## 6 **Damage / Loss to Property**

The Governing Body reserves the right to levy a charge in respect of wilful damage, neglect or loss of school property and/or third party property (including premises, furniture, equipment, books or materials), the charge to be the cost of replacement or repair, or such lower cost as the Head Teacher may decide.

## 7 **Voluntary Contributions**

There are occasions when the curriculum would be enhanced by school trips, outings or visits from professional groups or individuals.

The Local Governing Board of Inkberrow Primary School has decided that, until further notice, parents will be asked for a voluntary contribution got any visit from Educational Groups to school or trips out occurring during school time, in order to meet the cost of the trip.

No child will be excluded from any activity through a failure to make a contributions **however, school reserves the right to cancel any trip or visit if it is clear there will not be sufficient voluntary contributions for them to be financed.**

Wherever possible, payments will be made in instalments, however, parents / carers are asked to talk to the Head Teacher, in complete confidence, if they have any difficulty with payments.

You may claim Free School Meals is:

- Universal Credit, and your annual household income is £7,400 per annum (£616 per month) or less after tax, and not including any benefits.
- Income Support
- Income-based Jobseekers Allowance
- Support under part 6 of the Immigration and Asylum Act, 1999
- Child Tax Credit, provided you are not also entitled to Working Tax Credit and your annual income is less than £16,190, as assessed by HMRC
- Guaranteed Pension Credit
- Income-based Employment and Support Allowance
- Working Tax Credit run-on paid for 4 weeks after you stop qualifying for Working Tax Credit

**8. Swimming Lessons**

During the school year, children in Year 4 will participate for a block of swimming lessons at Evesham Leisure Centre. A charge will be made for these lessons due to the necessity of hiring a swimming instructor and to help towards the hire of the pool.

**9. Loss / Damage to School Property**

The Local Governing Board reserves the right to levy a charge in respect of wilful damage, neglect or loss of school property and/or third party property (including premises, furniture, equipment, books or materials); the charge to be the cost of the replacement or repair, or such lower cost as the Head Teacher may decide.

**10. Lettings**

Refer to the school's Lettings Policy and the scale of charges determined annually by the governing body.

**11. Remissions**

The extent of remission will be decided by the Head Teacher and Chair of Governors.