

Albert Bradbeer Primary Academy
Charging and Remissions Policy Statement

RATIONALE

The LAB of Albert Bradbeer Primary Academy recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The LAB aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

CONTEXT

The law states that education provided during school hours must be free. This definition includes materials, equipment and transport provided in school hours by the Local Authority or the School. No pupil may be left out of an activity because their parents cannot or will not make a contribution of any kind.

AIMS

- To make school activities accessible to pupils regardless of family income.
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school and;
- Which acknowledges the cost of such activities to the school's budget.

CHARGES

The LAB reserves the right to make a charge in the following circumstances for activities organised by the school

Residential Activities Taking Place Largely During School Hours

The full cost to each pupil of board and lodging. Parents have the right to claim free activities if they are in receipt of the following state benefits:

- Income Support
- Income based Job Seekers Allowance
- Support under section VI of the Immigration and Asylum Act 1996
- Working tax credit and an annual income that does not exceed the published Inland Revenue threshold

Activities outside School Hours

The full cost to each pupil of all approved activities deemed to be optional extras that are not a necessary part of the national curriculum.

Individual Instrumental Tuition

The full cost to the pupil for providing any instrumental tuition if the cost is not an essential part of the national curriculum or examination syllabus.

REMISSIONS

There will be no obligation for any parent to make a voluntary contribution towards the cost of school activities and to the School Fund. Pupils will not be treated differently whether or not their parents have made a contribution.

The LAB may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. The Headteacher in consultation with the Chairman of the LAB will make authorisation for such remission.

VOLUNTARY CONTRIBUTIONS

Voluntary contributions may be requested from parents to cover the cost of the following activities:

(E.g. cost of materials, bus fares, entrance fees, school visitors etc.)

DINNER MONEY

Where parents pay for school dinners they will not be allowed to get in to arrears of more than £10.00 before the service of providing a school meal is withdrawn. Parents are advised of the weekly charge and will be expected to pay at the beginning of the week for the meals that their child is going to receive.

AFTER SCHOOL AND BREAKFAST CLUB

Both of these services must be paid for at the beginning of the week if children are attending. Late collections from after school club will be addressed in the following way:

- A letter of concern that a child is being collected late
- A charge of £10.00 for every 5 minutes that a child is collected after 6.00pm. (This is where no phone call has been received and no reasonable explanation has been offered)

GENERAL

The LAB may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the LAB from inviting parents to make a voluntary contribution towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

Date agreed by the LAB:

Signed:
Chair of the LAB

APPENDIX 1: A shortened version of the Charging and Remissions Policy

Charging policy

The school fully subscribes to the principle of free education for all but we acknowledge that some activities involving travel and other resources will incur extra cost. We therefore ask parents and carers for a voluntary contribution towards the cost of these. This is always fixed at the minimum amount that is needed in order to make the activity possible.

All children are eligible to go on trips and no-one is prevented if parents are unable to make the financial contribution. However, on rare occasions it may be necessary to cancel a trip if we are unable to raise sufficient funds to cover the cost.

A detailed copy of the school's charging and remissions policy is available upon request.