



Hawes Primary School Charging & Remissions Policy



Introduction

The Governors of the school have agreed the Charging Policy be adopted in accordance with DES Circular 2/89 on charging provisions of the Education Reform Act which came into being on 1st April 1989. This states that no LA or Governing Body may charge for any activity that takes place in school times, with the exception of instrumental tuition or public examinations not prescribed by the LEA or the Secretary of State.

Voluntary contributions

The Circular also states that although charging is forbidden for the school-time activities, there may be occasions when the school wishes to enhance national Curriculum delivery by inviting outside organisations into school or by making educational or sporting visits. When organising such events or activities, then the school invites parents to contribute towards the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel an activity. No pupil will be excluded from such activities because parents are unable to contribute towards the cost. Families eligible for free school meals should not be expected to pay for school visits.

If a parent wishes their child to take part in a school activity, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the activity. Sometimes the school pays additional costs from the voluntary school funds account in order to support the visit. This will depend on the amount of funds in the account at the time. Parents have a right to know how an activity is funded. The school will provide this information on request.

Residential visits will be planned into the two year curriculum plan. At the beginning of each school year, parents will be notified of the proposed visits and activities. If parents wish to pay in advance or pay in instalments, a payment option is established on the school's ParentPay System.

Payment for an activity must be complete, where possible, six weeks before a visit is due, to allow decisions to be made on whether the visit should be cancelled due to lack of contributions. This will not apply to swimming lessons.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. This list is not exhaustive:

- Visits to museums
- Sporting activities which require transport expenses
- Outdoor adventurous activities
- Residential visits

Theatre visits
Musical events
'experts' in school eg sporting, arts, etc

Music tuition

All children study music as part of the National Curriculum. We do not charge for this.

There is a charge for instrumental tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. The Local Authority or individual teacher make a charge for these lessons.

Out of school activities

The school offers additional teaching/coaching after school. The majority of these clubs are free of charge. The number of clubs may vary according to available funds. At present these clubs are: football, table tennis, badminton, netball, rounders, running.

The school also has arrangements with outside sports clubs where a payment is paid direct to the organisation.

The school also offers some clubs where there may be a charge to cover the cost of materials or specialist tuition used. A fixed charge of up to £4.00 per session may be requested.

Fixed charges may be waived in individual cases where the headteacher is aware of hardship which would prevent a pupil taking part in an activity which is of benefit to that pupil.

Community use

Activities deemed to be community use will be charged for at a sufficient rate to cover the cost of the following:

- heating and lighting
- equipment and materials
- refreshments
- staffing
- cleaning
- maintenance
- wear and tear
- management and administrative support

These charges will be set according to the rates specified in the authority's guidance on directed use (covering heating, lighting, cleaning, maintenance and wear and tear).

Any additional costs directly incurred by the school will also be passed on to the activity.