

Bishop Pursglove Church of England (VA) Primary School



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Bishop Pursglove Church of England Primary School Charging and Remissions Policy

Introduction

The purpose of this policy is to ensure that there is clarity over those items which the school will provide free of charge and for those items where there may be a charge. The policy has been informed by the LA policy and the DfE guidance.

Responsibilities

The Headteacher will ensure that staff are familiar with and correctly apply the policy. The Governors will review the policy annually.

Policy Statement

During the school day all activities that are a necessary part of the National Curriculum plus Religious Education will be provided free of charge. This includes any materials, equipment and transport to take pupils between school and the activity. Unless the teaching is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), we will make a charge in the form of voluntary contributions.

Prohibition of Charges

The Governing Body recognises that the legislation prohibits charges for the following:

- Education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- Education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that a pupil is being prepared for at the school, or a part of Religious Education
- Tuition for pupils to learn to play musical instruments if the tuition is a part of the National Curriculum
- Education provided on any trip that takes place during school hours
- Education provided on any trip that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that a pupil is being prepared for at the school, or a part of Religious Education
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip
- Transporting registered pupils to or from the school premises, where the Local Authority has a statutory obligation to provide transport



- Transporting registered pupils to other premises where the Governing Body or Local Authority has arranged for pupils to be educated
- Transport provided in connection with an educational trip

Voluntary Contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may have to cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity.

The following is a list of additional activities, organised by the school, which may require voluntary contributions from parents. These activities are known as 'optional extras':

- Visits to museums
- Sporting activities which require transport expenses
- Outdoor adventurous activities
- Musical events

Residential Visits

If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education element. However, parents are obliged to at least pay for the residential expenses of such trips and we also ask parents to contribute to the full cost of the travel and activity expenses as these are beyond the scope of our main school budget. A savings scheme will operate to allow parents to spread the cost of such trips over a longer period of time.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. There is a charge for individual and group music tuition if this is not part of the National Curriculum.

Remissions Policy

Those parents in receipt of one or more of the credits below may be offered assistance in paying for the trip or a longer period of instalments will be made available to enable their child to access the activity.

Income support

Income Based Jobseeker's Allowance (IBISA)

Support under part VI of the Immigration and Asylum Act 1999.

Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190.

The guarantee element of State Pension Credit

Any income related employment and support allowance that was introduced on, or after, 27 October 2008.

Governing body approval

Date of last review –October 2017

Date of next review – October 2018