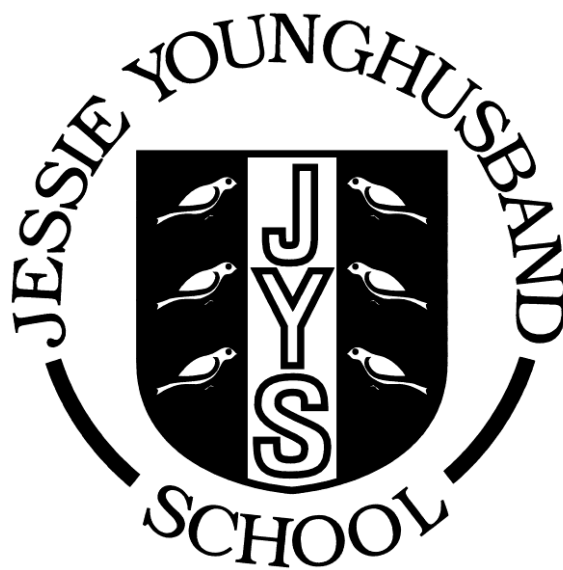


JESSIE YOUNGHUSBAND SCHOOL



Charging and Remissions for School Activities Policy

**Approved Summer 2019
Review Summer 2022**

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CHARGING AND REMISSIONS FOR SCHOOL ACTIVITIES POLICY

Purpose of the policy

The purpose of this policy is to provide clear information about charging and voluntary contributions for school activities.

Voluntary Contributions

In general, no charge can be made for admitting pupils to maintained schools. Where education is provided wholly or mainly during school hours, it should be free. It is therefore not possible to levy a compulsory charge for transport or admission costs for swimming lessons or for visits to museums, etc. during school hours.

The school follows West Sussex policy for charging and the Policy for Schools on Charging for Off-Site Activities contained within the West Sussex Outdoor Education Handbook. No compulsory charge may be made for any activity which takes place during school hours. Any contribution is entirely voluntary, and the pupils of parents who are unable or unwilling to contribute are not discriminated against. However, where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it must be cancelled.

Where the trip takes place wholly or mainly, during school hours children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges:

- Income support;
- Income-based Jobseeker's Allowance;
- Income-related Employment and Support Allowance;
- Support from the National Asylum Support Service (NASS) under part 6 of the Immigration and Asylum Act 1999;
- The Guarantee Element of State Pension Credit;
- Child Tax Credit (with no working tax credit) with an annual income of no more than £16,190;
- Working Tax Credit run-on;
- Universal Credit.

Residential trips and trips which take place out of school hours

An activity is deemed to take place out of school hours if 50% or more of the whole time spent on the activity occurs out of school hours. In this case and for a residential trip a charge may be levied which includes an appropriate element for travel costs, board and lodging costs, materials and other equipment, non-teaching costs and teaching staff costs. This cost will not exceed the actual cost of the provision.

Parents in receipt of the allowances identified above also have a similar entitlement where the trip takes place outside of school hours but it is necessary as part of the national curriculum, as part of the preparation for a public examination, or part of the syllabus for religious education.

Music Tuition

The school charges for tuition for individuals or groups up to 4, to play a musical instrument, and for the hire and repair of instruments which are used for instrumental tuition at school.

Arrangements

All letters regarding voluntary contributions for school activities make it clear that these are voluntary, and that children of parents who do not contribute will not be treated differently. However, if any parents have any financial difficulty, no child will be prevented from taking part, and parents are invited to talk to the Headteacher who will come to an agreed arrangement.

Monitoring and Review of Policy

The Pupils and Curriculum Committee will review this policy on behalf of the Governing Body every 3 years, and as necessary due to any changes in legislation..