

## CURZON C of E COMBINED SCHOOL

### GOVERNORS' POLICY FOR CHARGING AND REMISSION

The Governing Body of Curzon C of E Combined School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The Governing Body 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.

There are two types of financial contributions for which parents can be asked in relation to educational activities arranged by schools:

#### **General**

Parents may be advised that the continuance of an activity may depend upon contributions, but once it has been decided to run such an activity, no qualifying child will be excluded on the grounds of voluntary contributions. The school reserves the right to withdraw the activity if insufficient voluntary contributions are forthcoming.

Where school equipment is lost or damaged an appropriate charge may be made.

Parents are required to meet the cost of breakages and damage where this is a result of their child's misbehaviour.

#### **1. VOLUNTARY CONTRIBUTIONS (during school hours)**

**Voluntary contributions are requested in order to cover costs for all approved activities and residential activities deemed to take place during school hours (which excludes the midday break). It can also include the cost of materials, ingredients, equipment (or the provision of them by parents) for curricular subjects.**

There is no limit to the level of voluntary contribution that may be asked for or any restriction on the way in which it is used. Voluntary contributions therefore can be used to subsidise parents of pupils who are unwilling or unable to pay the charges made and to pay the travel and accommodation costs of accompanying teachers or adults.

Letters requesting a voluntary contribution for an activity must indicate that there is no obligation to contribute and that pupils will not be treated differently according to whether or not their parents have made any contribution in response to the request or invitation. Letters should indicate that the activity might be cancelled if insufficient contributions are received.

#### **2. PERMITTED CHARGES (Outside hours)**

**Permitted charges are a direct request to cover certain costs involved with a school activity or visit outside school hours including the midday break. A charge may be made for board and lodgings on any residential educational visit.**

If the activity is held outside school hours and is education other than non-chargeable education, then it is regarded as an "optional extra". A charge may be made for the full cost of the activity but must not exceed the actual cost of providing the activity. The charge may include the costs of travel, board and lodgings, additional staff costs, entrance fees, insurance, materials and equipment. However, the charge made to individual parents cannot include any cost added to subsidise parents of children who are unwilling or unable to pay the charge.

#### **REMISSIONS**

Where non-chargeable education is provided during a residential visit, then the parents of a pupil who is eligible for free school lunch shall receive a complete remission of any charges that would otherwise be payable in respect of board or lodgings.

Under current regulations children whose parents receive the following support payments are eligible for free school meals:

<ul style="list-style-type: none"> <li>• Universal Credit with an annual net earned income of no more than £7,400</li> <li>• Income Support (IS)</li> <li>• Income-based Job Seeker’s Allowance (IBJSA)</li> <li>• An Income–related employment and support allowance (ESA)</li> <li>• Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190</li> <li>• Support under Part VI of the Immigration and Asylum Act 1999</li> <li>• The guaranteed element of the State Pension Credit</li> </ul>	<ul style="list-style-type: none"> <li>• Where they are entitled to Child Tax Credit and also Working Tax Credit during the four week period immediately after their employment ceases, or after they start to work less than 16 hours per week, their children are entitled to free school meals*</li> </ul> <p>No other entitlements (such as a NHS Tax Credit Exemption Certificate card, Foster Care allowance, Disability Living Allowance, Housing Benefit or a Certificate of Taxable Incapacity Benefit) are relevant for a claim  <a href="https://schoolsweb.buckscc.gov.uk/school-management-support">https://schoolsweb.buckscc.gov.uk/school-management-support</a> accessed 16/10/19.</p>
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(Evidence of eligibility will need to be produced)

The Governing Body may also 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. Parents are invited to contact the Headteacher if they have financial circumstances which cause difficulty. 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 Governors will make authorisation for such remission.

In certain circumstances, Pupil Premium monies may be used to cover charges where appropriate.

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