

The Angmering School

Aspire
Achieve
Angmering

Charging and Remissions Policy 2018

Charging Policy

Basic Principles

No charge can be made for education during school hours. The definition of 'education' includes materials, equipment and transport provided in school hours by the Local Education Authority or the school to carry pupils between the school and the activity. 'School hours' are those when the school is actually in session, and do not include the break in the middle of the day.

School trips, visits and practical activities enhance the pupils' learning and broaden their knowledge and experience. Voluntary contributions from parents will often be sought from parents for these activities. No pupil will be excluded from an activity because his or her parents cannot or will not make a voluntary contribution. The opportunity to pay in instalments will be offered to parents who wish to pay in this way.

Voluntary Contributions

Parents may be invited to make voluntary contributions towards trips or other activities. If a particular activity cannot take place without some help from parents, this will be explained at the planning stage. If a planned activity has to be cancelled any monies received will be returned. Voluntary contributions will not exceed the actual cost. Where an outside provider is used for out of school activities a voluntary contribution will be sought.

Exceptions

1. Charges may be made for teaching either an individual pupil, or pupils in groups of up to four, to play a musical instrument or vocal tuition if it is requested by the parents and is not part of either the National Curriculum or a public examination syllabus being followed by the pupil. There will be no refunds for missed lessons.
2. Charges may be made for fees for students taking public examinations if they have not been prepared for by the school .

Residential Activities

No charge is made for a residential activity taking place largely during school time or if outside school hours is part of the national curriculum, where this charge is for education or for the cost of travel. Charges are made to cover board and lodging. Children in receipt of a free school lunch entitlement may also be entitled to the remission of these charges. The criteria for free school meals are:

- Universal Credit in prescribed circumstances
- Income support
- Income-based Jobseeker's Allowance (IBJSA)

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- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, (provided that the parent is not entitled to Working Tax Credit, or and their annual Income, assessed by HMRC does not exceed HMRC published figures.
- Guaranteed element of State Pension Credit
- An income related employment and support allowance that was introduced on 27 October 2008.

Families who think they may be entitled to free school meals will be encouraged to, please contact the school for assistance.

Holidays

Full charges will be made for any residential trips taken outside of term time.

Breakages

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Headteacher may decide it right to make a charge. Each incident will be dealt with on its own merit.

Lettings

Letting arrangements, prices and procedures are available through the school office.

Financial Support for Families

Parents will be invited to contact the Headteacher if they are having financial difficulties and this would make it difficult for them to make requested voluntary contributions. Pupil Premium if applicable and other funds will be used wherever possible to make sure that financial hardship does not preclude any student from taking part in an activity.

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