

Redditch West School Trust Charging and Remissions Policy 2017 - 2020



Policy adopted: January 2017

Review date: January 2020

Signed:

A handwritten signature in black ink, appearing to read 'N. J. Smith', is written over a horizontal line.

Executive Head Teacher

Rationale

The Trust believes that all pupils should have an equal opportunity to benefit from school activities and visits, whether these are related to the curriculum or as part of our extended curriculum offer.

This charging and remissions policy describes how we will do our best to ensure a good range of visits and activities are offered, whilst at the same time minimising the impact that taking part in these may have for families where there may be some financial barriers which could limit attendance.

This policy has been informed by the '*Guide to the Law for School Governors*' which reflects the terms of the Education Act 1996 and the '*Schools Admissions Code*' (DfE). It also links to the [schools/ Trust's? Equality Policy](#).

The Trust obliges the Headteachers and Staff to ensure that:

No charges will be made for:

- Any admission application to the school;
- 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 the school's basic religious education curriculum;
- Tuition for pupils learning to play musical instruments, including singing, if the tuition is required as part of the National Curriculum

Charges may be made for:

- Any materials, books, instruments, or equipment, where the child's parent wishes him/her to own them;
- Music and vocal tuition lessons that are not an essential part of the National Curriculum;
- Out of school activities such as after school clubs or learning activities, including any materials, books, instruments or equipment and the cost of staff to run them, including supply teachers/coaches/non-teaching staff engaged specifically to provide such activities;
- Board and lodging for a pupil on a residential visit that take place during school time;
- Day trips and other activities: It will however always be made clear that the payment is voluntary, and that no child will be excluded for non-payment, but that if insufficient voluntary contributions are made, the trip or activity will be cancelled. The system for allocations of places on a limited availability voluntary trip will be

made clear to all parents at the outset.

Families experiencing Financial Barriers to contributing

Pupils who receive, or have ever received, free school meals; pupils who are within the Looked After system or who have ever been Looked After, or are Forces children will be exempt from contributing for Day trips and school activities. They will also be able to apply for a reasonable number of school clubs at no cost.

Additional Items

The Trust also reserve the right to make compulsory charges under the following circumstances, in line with our behaviour expectations that all children and adult visitors on our premises treat the buildings and their environments with respect.

In the event therefore of damage to school property such as broken windows, fittings or furniture; defaced or damaged text books or equipment; any other damage or loss occurring as a result of poor behaviour choices; there will be an expectation that a contribution or full cost recovery will be made, after discussion with the Headteacher or their representative.

The Trust is empowered to recover this loss and resultant costs as a civil debt in the case of non-payment. Unpaid charges legally recoverable will also be recouped, together with resultant costs, as a civil debt.