

Hassocks Infant School

Charging and Remissions Policy



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Date policy agreed:	9.11.2020
Date policy to be reviewed:	9.11.2024
Responsibility:	School office and approved annually by Governing Body



Hassocks Infant School Charging and Remission Policy

Purpose of the policy

The purpose of this policy is to provide clear information about charging and voluntary contributions for Hassocks Infant School's 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. Hassocks Infant School follows the West Sussex policy for charging for school activities that mirrors the information given in the Department for Education's advice document published in November 2013.

No compulsory charge will 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 the activity will be cancelled.

Arrangements

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

REMISSIONS

Where the parents of a pupil are in receipt of income support or income based jobseekers allowance, support under part VI of Immigration and Asylum Act 1999, or Child Tax Credit, but not to Working Tax Credit and the parent is receiving Child Tax Credit based on an annual income of less than £16,190, the Governing Body will offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

The Governing Body may 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. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.

This policy will be reviewed every 4 years and as necessary, due to any changes in legislation. The Governing Body will approve the policy annually.

Approved by the Governing Body at their FGB meeting on: 24th September 2021

Signed: Jenny Doyle, Co-Chair of Governors

Next review date: October 2024