

The Federation of

Stoke Hill Schools

**Charging and Remissions**

**Policy**

**Date agreed: ………Feb 2017…………………………**

**Term to be reviewed: …Feb 2018…………….**

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**Federation of Stoke Hill Schools**

**Charging and Remissions Policy 2017**

### 1 Introduction

The purpose of the policy is to ensure that there is clarity over those items which the schools will provide free of charge and for those items where there may be a charge.

The policy has been informed by the LEA policy and the DCSF guidanceandcomplements the school's policy.

### 2 Definition

The school day is defined as 08.45 – 15.00 (Nursery), 09.00 – 15.15 (KS1) and 08.40 – 15.05 (KS2). The midday break does not form part of the school day.

### 3 Responsibilities

The headteachers will ensure that staff are familiar with and correctly apply the policy.

The Governors will review the policy annually.

### 4 Policy statement

During the school day all activities that are a necessary part of the Early Years Foundation Stage Curriculum or National Curriculum plus religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charges made for teaching an individual pupil or groups of up to four pupils to play a musical instrument. Unless the teaching is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), we will make a charge.

Voluntary contributions may be sought for activities during the school day which entail additional costs, e.g. educational visits

In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. [If insufficient funds are available it maybe necessary to curtail or cancel activities]

From time to time we may invite a non-school based organisation such as a visiting drama group or storyteller to arrange an activity during the school day. Such organisations may wish to charge parents.

### 5 Optional activities outside of the school day

We will charge for optional, extra activities provided outside of the school day, for example multi skills sports*.* Such activities are not part of the National Curriculum or religious education nor are they part of an examination syllabus.

### 6 Education partly during the school day

If a non-residential activity happens partly inside the school day and partly outside of it, there will be no charge if most of the time to be spent on the activity falls within the school day. Conversely, if the bigger proportion of time spent falls outside of the normal school day, charges will be made. When such activities are arranged parents will be told how the charges were calculated.

There are discounts available for those children eligible for Pupil Premium Grant as detailed in the PPG leaflet (Appendix 1).

### 7 Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no compulsory levy on those who can pay to support those who can't or won’t. Support for cases of hardship will come through fundraising and the Pupil Premium Grant. Families identified as eligible for Pupil Premium will be charged according to the agreed federation protocol.

Parents who would qualify for support are those who have children who receive the Pupil Premium Grant.

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

### 8 Music Tuition

In cases of hardship the governors will consider in their absolute discretion the remission of fees (either in full or in part) for those pupils who they consider will benefit from such tuition.

**9 Child Care Places Nursery**

**All 3 and 4-year-olds**are entitled to a certain amount of free early education and childcare per week. This is called the **Early Years Entitlement**. More information can be found on the Devon County Council website <https://new.devon.gov.uk/educationandfamilies/early-years-and-childcare/childcare>

 [Early Years Pupil Premium (EYPP)](https://new.devon.gov.uk/educationandfamilies/factsheet/the-early-years-pupil-premium/) is additional government funding for childcare providers to improve the education they provide for disadvantaged 3 and 4 year olds.

**Some 2-year-olds** are also entitled to free early education and childcare. This funding is based on your child’s circumstances or your family income and in Devon it is known as the **2gether scheme**.

The scheme helps improve children’s learning and development, gives them the opportunity to make new friends, learn through play and have lots of fun in one of our specially approved childcare settings, which include day nurseries, school nurseries, childminders and pre-schools.

Your child is eligible if your family is receiving certain benefits, has a household income under £16,190, or if your child has a disability, special educational need, is adopted or placed under a residency order.

Free childcare places start the term after your child’s second birthday, so don’t miss out. Find out if you are eligible today.

Your child is eligible if the family is receiving any of the following benefits:

* Universal Credit
* Income support
* Income-based Jobseekers Allowance (JSA)
* Income-related Employment and Support Allowance (ESA)
* Child Tax Credit and have an annual household income (as assessed by HMRC) of no more than £16,190 per year
* Working Tax Credit and have an annual household income (as assessed by HMRC) of no more than £16,190 per year
* The guaranteed element of State Pension Credit
* The Working Tax Credit 4-week run on (the payments received when someone stops qualifying for Working Tax Credit)
* Family supported through part 6 of the Immigration and Asylum Act.

Or if your child:

* receives Disability Living Allowance
* has a current statement of special educational needs or an Education Health and Care plan
* has left care through special guardianship, or an adoption or residence order.

There is more information available on the website

<https://www.gov.uk/browse/childcare-parenting/schools-education>

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