

# Charging and Remissions Policy

## Hill View Primary Academy



**Policy Approved by Governors**

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# Reach for the stars.

## Hill View Primary Academy Charging and Remissions Policy

The governing body's key roles are:

- To provide a strategic view
- To support and challenge
- To ensure accountability

### PRINCIPLE

The Governing Body of Hill View Primary Academy 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. The law states that education provided during Academy hours must be free of charge. No pupil may be left out of an activity because their parents/carers cannot or will not make a contribution of any kind.

This policy is based on advice from the Department for Education (DfE) on [charging for school activities](#) and [the Education Act 1996](#), sections 449-462 of which set out the law on charging for school activities in England. Academies are required to comply with this Act through their funding agreements.

### CHARGES

The governing body reserves the right to make a charge in the following circumstances for activities organised by the school:

- **Residential Visits**  
The board and lodging element of approved residential activities deemed to take place in school hours.
- **Optional extras**  
The school can charge for 'optional extras'. This includes transport, board and lodging for residential visits and extended day services e.g.: Breakfast and After School Clubs.
- **Activities outside School Hours**  
The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.
- **Individual Instrumental Tuition**  
The cost to the pupil for providing any instrumental tuition, which is additional to that provided as part of the National Curriculum.
- **Charging in Kind**  
Any materials, books, instruments or equipment, where the child's parent wishes him or her to own them

The school is able to ask for voluntary contributions from parents to fund activities during school hours which would not otherwise be possible. Some activities for which the school may ask parents for voluntary contributions include: visits to museums and places of interest, visitors to school e.g.: authors, illustrators, experts in their field and sports activities.

There is no obligation for parents to make any contribution, and no child will be excluded from an activity if their parents are unwilling or unable to pay. If the school is unable to raise enough funds for an activity or visit, then it will be cancelled.

Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

### **REMISSIONS**

Where the parents of a pupil are in receipt of income support or family credit or other qualifying benefits, the Governing Body will offer to remit in full the cost of 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 informed, in confidence, regarding remission of charges. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.