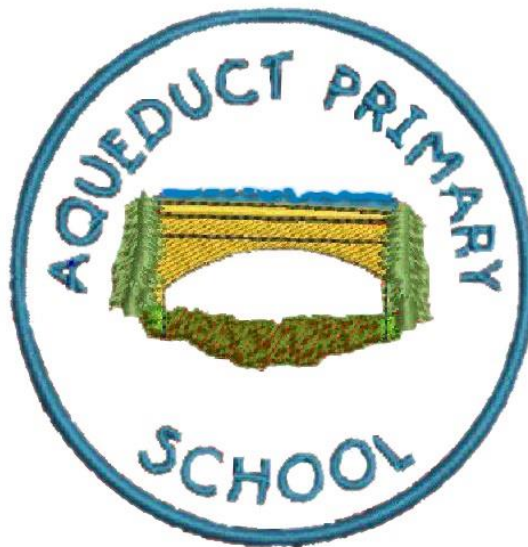


Charging & Remissions Policy



Written/Reviewed	September 2023
Next Review Date	September 2026

Our Slogan

Building tomorrow, leading the way ...

Our Values

Positivity, happiness, learning, kindness, safety and respect.

GOVERNING BODY OF AQUEDUCT PRIMARY SCHOOL
STATEMENT OF CHARGING AND REMISSIONS POLICY

1. Chapter 111 (Sections 449 to 462) of the Education Act, 1996 requires the Governing Body to:

"...determine and keep under review a policy with respect to the provision of, and the classes or descriptions of cases in which they propose to make charges for, any optional extra or board and lodging in respect of which charges are permitted by Section 455..."

2. The Governing Body have noted that The Education Act 1996 allows charges to be made in the following areas:

Optional Extras - Activities not related to the National Curriculum or to prescribed public examinations or to fulfil duties relating to religious education taking place "out of school time".

Individual Instrumental Tuition - Individual instrumental tuition not related to the National Curriculum or to prescribed public examinations.

Materials used in Craft subjects - Subject to the parents having agreed in advance they wish to own the finished product.

Board and Lodgings Charges - At any time ("in school time" or "out of, or 'deemed out' of, school time") subject to, for residential visits taking place or, deemed to take place "in school time" only, full remission to those parents in receipt of:-

- Income Support (IS);
- Income based Job Seekers Allowance (IBJSA);
- Support under Part IV of the Immigration and Asylum Act 1999;
- *Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income, as assessed by the Inland Revenue, that does not exceed £18,725*
- (Note: Children who receive Income Support or Income Based Job Seekers Allowance in their own right are also entitled to receive remission);
- Guaranteed element of State Pension Credit

** This was the qualifying amount in April 2023. As it will increase for inflation from time to time subsequent qualifying figures should be checked with FSM staff.*

Examination Entry Fees - Public examinations not prescribed in regulations

Prescribed public examinations where the pupil has not been prepared by the school.

Resits of prescribed public examinations where no further preparation has been provided by the school.

3. The Education Act 1996 does not debar voluntary contributions being made by parents.

The Governing Body would wish to try and ensure that the level of visits and activities established at the School continue but emphasis to parents that this can only happen with their full support and that activities will either be substantially reduced or cease altogether if parents are not prepared to contribute voluntarily.

The Governing Body note that parents are not debarred from making voluntary contributions in any situation including those in receipt of the qualifying benefits set out in 2 above under "Board and Lodgings charges" contributing towards the costs of board and lodgings if they so wish.

The Governing Body also note that there are no restrictions on the level of voluntary contribution that can be made nor are there are restrictions as to the use to which such contributions may be put.

4. The Governing Body notes that The Education Act 1996 prescribes:

- that no charges (other than for board and lodging costs as described in 2 above) may be levied for school activities taking place or deemed to take place "in school time".
- that voluntary contributions must be genuinely voluntary.
- that there is no obligation on parents to contribute and
- that pupils will not be treated differently according to whether or not their parents have made any contribution.

The Governing Body recognised that participation in all trips and visits is voluntary, and notwithstanding charging requirements parents have the right, for whatever other reasons, to choose that their children not participate.

5. The Charging and Remissions Policy for Aqueduct Primary School, for the time being, be as follows: -

- I. The Governors reserve the right to make charges where the law allows and as set out in 2 above.
- II. Individual instrumental tuition able to be accommodated at the wishes of parents will be on the understanding that parents meet the full costs involved.
- III. From time to time it may be possible for the costs of trips and activities to be subsidised either wholly or in part from private school funds. Parents will be so informed when these occasions arise.
- IV. The Governing Body have instructed the Headteacher to include in the schools disciplinary code that parents will be asked to meet or contribute towards the cost of damage or to loss of school property arising out of individual pupils' behaviour.

6. This policy statement will be kept under review. (Reviewed September 2023)

Safeguarding

<u>Designated Safeguarding Leads (DSL)</u>	
Louise Aubrey	Safeguarding linked Governor (Chair of Governors)
Tammy Lockley	Supervising DSL
Jo Clarke	Lead DSL (DHT)
Ash Palin	Deputy DSL (Assistant Head)
Cara Duppa	Deputy DSL (EYFS Lead)
Lisa Batchelor	Deputy DSL (Inclusion Support Manager)