



Charging and Remissions Policy

Introduction

All staff and governors are committed to ensuring equality of opportunity and fairness in all areas of school life and to valuing the diversity of our colleagues, pupils and people living within our local communities.

It is this commitment which lies at the heart of our aim of providing an environment that is committed to including and encouraging all pupils, parent and colleagues to reach their full potential regardless of disability, race, gender, age, religion or belief, sexual orientation and gender reassignment, social or educational background or family/care responsibilities.

We are also determined to create a school environment which supports our vision and values and which is free from any form of discrimination, harassment or bullying and within which all individuals are treated with respect, fairness and courtesy.

Purpose of Policy

The purpose of this policy is to set out what charges can and cannot be made for activities in Howardian Primary School. The policy has been drawn up in accordance with Sections 449-462 of The Education Act 1996 which sets out the law regarding what charges can and cannot be made for activities in schools maintained by local authorities.

Free School Meal Pupils (FSM):

Currently one of the priorities of the Welsh Government is to reduce the impact of poverty on pupils' outcomes. Extra-curricular activities and activities that enrich the curriculum have been shown to benefit the wellbeing of FSM pupils. Consequently governors have decided that pupils in receipt of free school meals will not be charged for snack, group peripatetic music lessons or for extra-curricular activities run by the school. This will be reviewed annually in the light of subsequent changes to the budget

Circumstances where no charge is made:

No charge will be made for:

1. Education provided wholly or mainly during school hours:
 - a. Activities which are part of the National Curriculum, or are part of a prescribed examination syllabus, or part of Religious Education.
 - b. The supply of any materials, books and instruments or other equipment, however, in order to encourage independence skills, KS2 pupils will be encouraged to bring in their own writing implements and basic stationery.
2. Transport
 - a. Transporting registered pupils to or from the school premises, where the local authority has a statutory obligation to provide transport.
 - b. Transporting registered pupils to other premises where the governing body or local authority has arranged for pupils to be educated.
 - c. Transport provided in connection with an educational visit which is part of the National Curriculum.
3. Extracurricular Visits
 - a. Education provided on any visit that takes place during school hours.

- b. Education provided on any visit that takes place outside school hours if it is part of the National Curriculum, or part of religious education.
 - c. Supply teachers to cover for those teachers who are absent from school;
 - d. Accompanying pupils on a residential visit.
4. Music Tuition
- a. Children learning to play musical instruments as part of the National Curriculum; or part of a syllabus for a prescribed public examination that the pupil is being prepared for by the school, or part of religious education;
 - b. Cost associated with preparing a pupil for an examination.

Circumstances where the school may charge parents

Optional Extras

Charges may be made for other activities known as 'optional extras'. Where an optional extra is being provided, a charge may be made for providing materials, books, instruments, or equipment as follows:-

1. Education

- a. Activities which take place mainly or wholly out of school time if they are not part of the National Curriculum and not part of religious education.
- b. Materials used in practical subjects and project assignments provided parents have agreed in advance that they or the pupil wish to keep the finished product e.g. ingredients or materials.

2. Music Tuition

Musical instrument tuition provided to individual pupils or to a small group of pupils if the teaching of music tuition is not part of the National Curriculum or a public examination syllabus being followed by the pupil.

3. Transport

Transport that is not required to take the pupil to school or to other premises where the governing body have arranged for the pupil to be provided with education.

4. Board and Lodgings

The cost of board and lodging for residential trips, even when taking place largely during school time.

5. Snack

The cost of a healthy playtime snack every morning.

Voluntary Contributions

Although schools cannot levy a charge for school time activities, voluntary contributions will often be sought from parents for activities which supplement the normal school curriculum.

Requests to parents for voluntary contributions will state that: -

- there is no legal obligation to make a voluntary contribution;
- pupils will not be excluded through parents' inability or unwillingness to pay;
- pupils of parents who cannot contribute will not be treated any differently;
- where there are not enough voluntary contributions to make the activity possible and there is no way to make up the shortfall, the activity will be cancelled.

Remissions

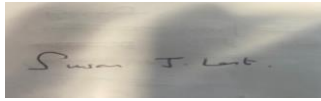
Governors have agreed that pupils who are eFSM will be entitled to a subsidy of up to one half of the cost of the residential trips to Llangrannog and Storey Arms in

There will be no charge to the school budget for extra curricular activities or school activities related to meetings such as parents, school association. Classrooms will not be let out.

Initially agreed and adopted by the Governing Body: January 2018

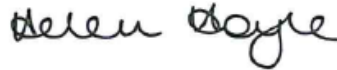
Reviewed and amended by governors annually: Last review March 2025

Signed:



Chair of Governors:

Headteacher:



Date: 18/3/25