



Wavendon Gate School

Charging and Remissions Policy

Date of last review:	January 2022
Date of next review:	January 2023
Type of policy:	Statutory/WGS
Frequency of review:	1 year
Governor committee:	Business Committee

The following Charging and Remissions Policy has been developed from the recommended policy issued by Milton Keynes Council.

1. A charge will be made for any activity which the School, Governing Body or Local Authority (LA) arranges and for which a charge may be made as set out in the Education Acts, where the activity takes place wholly or mainly outside the school session time.
2. In general, all participants in any educational activity arranged by the School, Governing Body or LA and for which a charge may be made, as set out in the Education Acts, will be expected to meet a charge levied by the Authority or the Governing Body.
3. Where educational activities are provided by a third party, its charges will be passed on to the parents of participating pupils.
4. The Governing Body may levy a charge for peripatetic tuition in playing any musical instrument, where the tuition is provided individually or to a group of no more than four pupils.
5. Charges may be made to cover the costs of ingredients for cooking and materials for finished design and technology work where parents have indicated that they wish for the finished article to be taken home. This includes extra-curricular activities.
6. The School may use its discretion to charge for optional activities provided outside school hours.
7. Parents will be required to meet the full cost of breakages or damage to school property and buildings as a result of their child's misbehaviour.
8. A charge will be made for the loss or damage to school books taken home for reading.

School Visits and Journeys

School Visits and Journeys fall into two main categories:

- Day visits
- Residential Visits with at least one night overnight stay

Day Visits

Where the visit takes place wholly within normal school hours, parents will be asked to make a voluntary contribution to cover the costs of activities, transport, insurance, etc. Parents are not obliged to make a contribution and pupils will not be excluded through inability or unwillingness to pay. **However, the visit may only go ahead if there are sufficient contributions to cover the costs.**

Residential Visits

Where the visit takes place 50% or more out of school hours, parents will be charged for the full cost of accommodation and costs of activities, transport and insurance.

Section 457 of the Education Act 1996 states that where a parent is in receipt of prescribed benefits or allowances, the child may be entitled to free board and lodging on a residential trip. Parents receiving the following payments may apply in writing in confidence to the Headteacher to have remission of the charge for board and lodging:

- Income Support
- Income-based Jobseeker's Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided the parent is not entitled to Working Tax Credit
- Guaranteed State Pension Credit

Pupil Premium

Pupil Premium funding is supplied to schools from April 2012 where the family is eligible for Free School Meals (FSM). The family must register and be accepted to the FSM programme, however, the family have the choice to take the FSM or provide their own lunches.

This money is allocated to the school to enable children of these families to have a broad enriched curriculum where the children can accelerate their progress and attainment. The school is required by the government to publish how this funding is spent. Parents can use their pupil premium money towards the cost of the trip.

Monitoring

This policy will be monitored yearly through the business committee.

Date policy agreed:

Date Agreed:	
Signed:	
Review Date:	January 2023