Olveston CEVC Primary School

Charging and Remissions Policy

Signed (Chair): Signed copy in school office	Name Andy Hollingdale	Date: January 2025
Signed (Headteacher):	Name: Lee Dunn	Date: January 2025
Ratified: by Finance committee	Next Review: January 2027	

Changes in policy
No changes required from V1 (November 2022) Changes from V2 (November 23) – addition of school meals; breakfast and after school clubs; remissions

Ephesians 3:17-19 *That Christ may dwell in your hearts through faith, as you are being rooted and grounded in love. I pray that you may have the power to comprehend, with all the saints, what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, so that you may be filled with all the fullness of God.*

The vision of the school, along with the values and attributes we seek to instil, form the foundation and the rationale behind our decisions, policies, and procedures as we strive to inspire the hearts and minds of all who work and learn in our school community in order for each individual to thrive and flourish. This policy has been developed to support our vision that all that we do is 'Rooted in Love'

Equality Impact Assessment (EqIA)

This policy has been assessed with regard to its impact on equalities issues. The equality impact assessment has been conducted by the Head teacher and focused on race, gender, disability, age, sexual orientation, gender identity and religion/belief. Community Cohesion has also formed part of the impact assessment work in order to ensure respect for diversity, alongside a commitment to common and shared bonds.

EqIA outcomes

- *The assessment found no areas of potential negative impact and actions resulting in positive impact are in place.*

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INTRODUCTION

The Governing Body recognises the valuable contribution that the wide range of additional activities, including social clubs, trips and residential experience, can make towards pupils' personal and social 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 legislation governing the charging for school activities is set out in the Education Act 1996, Sections 449-462.
Changes may become necessary in the future and these will be publicised as and when they affect Olveston CEVC Primary School.

SCHOOLS VISITS/ FIELD TRIPS

These will be proposed as and when appropriate to support the children's education. As the school does not have sufficient funds to pay for such visits, parents/carers will be asked to make a voluntary contribution to cover the cost of each visit. When there are not enough voluntary contributions to make the activity possible and there is no way to make up the shortfall, the activity must be cancelled. No pupil will be left out of an activity because his/her parents cannot or will not make a contribution. This policy will be explained to parents/carers when details of the visit or trip are distributed.

PERFORMANCES IN SCHOOL

Parent/Carers may be asked to make a voluntary contribution towards the cost of performances and concerts from outside organisations that are held within the school day.

RESIDENTIAL ACTIVITIES

Charges will be made for the full cost of children's board and lodgings and the school will invite voluntary contributions to meet other costs. If the trip does not take place because there are insufficient contributions to cover the costs, any monies pre-paid will be refunded.

DESIGN AND TECHNOLOGY MATERIALS

No child will be excluded from taking part in such activities as cookery, pottery, craft or needlework if his/her parents/carers are unwilling or unable to pay for materials, ingredients or the cost of the finished article. If the parent/carer does not make a voluntary contribution towards providing these resources these will be supplied by the school but the finished article or cookery will remain the property of the school.

MUSICAL INSTRUMENT TUITION

Charges will be made for teaching an individual child, or groups of up to six children, to play a musical instrument. The actual cost will be determined by the number of pupils having tuition divided into the amount the school is charged by South Gloucestershire Peripatetic Service or outside provider. A small levy may be charged for the purchase, repair and replacement of instruments and their cases.

CLUB ACTIVITIES
Government legislation allows schools to charge for activities taking place outside normal school working hours, ie lunchtimes, before school or after school. However, the school strives to provide many free clubs led by class teachers and teaching assistants. The school may host after school clubs provided by an outside agency and a small charge will be made to cover the cost of this club.

SCHOOL MEALS
Charges are set by the school meals provider and paid for via an online system called School Food United. There is a procedure in place which will not allow the parents to build up a debt. If the child's account is overdrawn, it will not allow any further meals to be booked until this amount has been cleared. If the parent is having difficulty clearing this amount, but still wants their child to have a school meal, then they would need to contact the Headteacher to discuss this. UIFSM and FSM will not be charged.

BREAKFAST CLUB
Charges are currently £9 per session for a regular booking and £13 for an ad hoc booking.

AFTER SCHOOL CLUB
Charges are currently £13.00 per session for a regular booking and £16 for an ad hoc booking .

For both clubs a registration form must be completed and a terms notice given to change sessions. Payment can be made in cash, online through Parent Pay, by childcare vouchers or through the Government tax free childcare scheme. If a child is in receipt of FSM they will be charged 50% of the cost.

DAMAGE TO SCHOOL PROPERTY
It is the wish of the Governing Body that parents/carers will be asked to pay for damage to school property and premises when their child is found to have wilfully damaged any item of school property or part of the premises.

GENERAL
The Governing Body may, from time to time, amend the categories of activities for which a charge may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents/carers to make a voluntary contribution towards the cost of providing education for pupils.

REMISSIONS
At Olveston School, the parents/carers of any pupils in receipt of Free School Meals will not be expected to make a voluntary contribution to any visitors, experiences or visits.

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. Parents/Carers should speak to the Headteacher if they are concerned about their ability to make a voluntary contribution towards the cost of an experience or visit. The Headteacher will consider the circumstances and consult with the Chair of Governors if he feels that a remission should be authorised.