



Charging and remissions policy for school activities

Introduction

The school policy for Charging and Remissions has been closely written to reflect Nottingham City Local Authority guidance. It has been further developed by the Ambleside Primary Policy working group. The policy was reviewed, updated and ratified by the Governing Body during the autumn term 2016

The school shall adopt the Nottingham City Council LA standard charging Policy:

General principles

The members and Governing Body of the Academy are committed to the general principle of free education. They recognise the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of pupils' education. The members and Governing Body would accordingly wish to promote and provide as far as possible such activities as part of a broad and balanced curriculum for the benefit of pupils of the school.

Charges

The Directors and Governing Body reserve the right to make a charge for the following activities which may from time to time be organised by the school.

Residential Activities held during school hours: charges may be made for the board and lodging element of those residential activities during school hours. Parents will be notified in advance of any such activities which the school proposes to organise and the estimated cost. Parental consent will be obtained for their children's participation in any such activities for which a charge may be made.

Any charge for a particular activity will be calculated by reference to the actual cost of providing the board and lodging for each pupil; no other costs will be covered by the charge. Any remission arrangements for such activities will be at the discretion of the Governing body except in the circumstances described below:

Materials and Ingredients: a charge will only be made for any materials and ingredients relating to activities taking place during school hours where parents have indicated in advance a wish to own the finished product. Alternatively, parents may, in these circumstances, be asked to volunteer to provide the ingredients and materials prior to the activity taking place.

Activities held outside school hours: the school will endeavour to provide a range of such activities from time to time. These will sometimes include day and residential experiences, and are known generally as 'optional extras'. Charges may be made for these activities except where they are provided to fulfil any requirements specified in statutory duties relating to the National Curriculum or to religious education in which

case they are not regarded as optional extras as such and charges cannot be made. (Board and lodging charges may still however be made for any residential activities subject to the remission arrangements described below.)

Parents will be notified in advance of any 'optional extras' which the school proposes to organise and the estimated cost. Parental consent will be obtained if their children are to participate in any activities for which a charge may be made.

Any charge for a particular activity will be dependent upon the type of activity and its cost and the number of participants. This charge will not exceed the actual cost of providing the activity, divided equally by the number of pupils willing to participate. The cost of other pupils participating in the visit will not be included in the charge. The charge may however include an appropriate element for such things as:

- the pupil's travel costs
- the pupil's board and lodging costs
- materials, books, instruments and other equipment
- non-teaching staff costs
- entrance fees to museums, castles, theatres, etc.
- insurance costs
- the expenses only of participating teachers engaged on a separate contract for services to provide the 'optional extra'

The members and Governing Body have agreed that staff who accompany school trips and residential visits will not be expected to pay anything towards the costs.

Any remission arrangements for such activities will be at the discretion of the Directors of the Academy except in the circumstances described below.

Remissions

Where the parents of a pupil are in receipt of Income Support or Family Credit, the Directors of the Academy will arrange for school to remit in more of the cost of board and lodging for any residential activity the school organises for the pupil if the activity:

takes place within school hours,

or

forms part of the curriculum of fulfilling statutory duties relating to the National Curriculum or religious education, irrespective of whether the activity takes place within or outside school hours.

Any other remission arrangements for a particular activity or pupil will be entirely at the discretion of the Directors of the Academy. Any subsidy provided by the Directors will be met from the funds at its disposal.

Voluntary contributions

Nothing in this policy statement precludes the School Governing Body from inviting parents to make voluntary contributions for the benefit of the school or in support of any school activity, whether during or outside school hours. Any contributions sought will be entirely voluntary and pupils will not be treated differently according to whether or not their parents make a contribution in response to any invitation.

Breakages and damage to school property

The members and Governing Body reserve the right to seek reparation from parents where their child/ren cause breakages or damage to school property as a deliberate act of aggression or violence.

Review

The members and Governing Body reserves the right to review and amend this charging policy statement from time to time, as appropriate.

Racial & Equality Statement

All children have equal access and inclusive rights to the curriculum regardless of their age, gender, sexual orientation, race, ethnicity, religion, belief, disability or ability. We plan work that is differentiated for the performance of all groups and individuals. Ambleside Primary School is committed to creating a positive climate that will enable everyone to work free from racial intimidation and harassment and to achieve their full potential. Policies are available on each of these that expand on this further.

All staff have equal access and inclusive rights to their work regardless of their age, gender, sexual orientation, race, ethnicity, religion, belief, disability or ability. Ambleside Primary School is committed to creating a positive climate that will enable everyone to work free from racial intimidation and harassment and to achieve their full potential. Policies are available on each of these that expand on this further.

Accessibility of policy documents

Parents and carers are welcome to ask for further information about any policy matter. Copies of all current school policies are available for parents and carers to read. A copy of each policy is displayed in the school lobby and all policies can also be consulted online via the School website at www.amblesideprimaryschool.co.uk. The school will try to arrange for the translation or summary of a document when this is requested by a parent or carer whose first language is not English. The school will try to make a document available in an alternative format when specifically requested.

Review

This policy will be reviewed in line with the school policy cycle.



Ambleside Primary School is an exempt charity and a company limited by guarantee, registered in England and Wales number 8246275. It has a registered office at Minver Crescent,

Aspley, Nottingham NG8 5PN.