





<b>Policy</b>	<b>Charging and Remissions</b>		
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<b>Document History:</b>			
<b>Version</b>	<b>Date of Review</b>	<b>Reviewed by:</b>	<b>Revisions made:</b>
V1	January 2022	LJ	Addition of definitions and ' Pupils in receipt of Early Years Pupil Premium will only be required to pay for 50% for trips.'
V2	January 2023	LJ	No changes
V3	February 2024	LJ	No changes
V4	February 2025	LJ	No changes

## **STATEMENT OF POLICY**

The purpose of the policy is to ensure that, during the school day, all children have full and free access to a broad and balanced curriculum and reflects the following guidance and legislation:

- Sections 449-462 of the Education Act 1996 (sets out the law on charging for school activities in schools maintained by local authorities in England)
- Department for Education's Charging for School Activities 2014 (Departmental advice for governing bodies, school leaders, school staff and local authorities)
- Maintained Schools Governance Guide (March 2024)

The intent of the legislation is that no pupil may be left out of an activity because his or her parents or carers cannot or will not make a contribution of any kind. It is possible, within the legislation, to fund parents or carers who will not make a voluntary contribution from funds raised through general fundraising.

The Governing Body recognises the valuable contribution that the wide range of additional activities can make towards enriching children's personal and social development e.g. cooking, visits to shops, special events and visits from other professionals such as artists and musicians. The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the children.

## **DEFINITIONS**

➤ **Charge:** a fee payable for specifically defined activities

➤ **Remission:** the cancellation of a charge which would normally be payable

## **CHARGING**

Charges will not be made for any activities which form part of the Early Years Foundation Stage Curriculum requirements. No charge can be made for education and care during the nursery day; this includes any materials, equipment and transport to take pupils between the setting and the activity.

We may seek voluntary contributions towards the cost of some activities that take place within nursery hours but do not aim to profit from any voluntary contributions. Parents are under no obligation to make any contribution and in these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. Children of parents who do not make a contribution will not be treated any differently.

We do seek contributions for healthy snacks but again we do not make a profit from this. Parents are able to provide a healthy snack if they choose. Children of parents who do not make a contribution will not be treated any differently.

## **EDUCATIONAL/RESIDENTIAL VISITS**

If an outing or trip is within school hours, parents/carers can be invited to make a voluntary contribution, but no pupil can be excluded because the parents/carers fail to contribute.

Any charges levied for activities must not exceed the cost of the provision.

If it is judged that sufficient voluntary contributions are not forthcoming, then a decision needs to be made as to whether the activity can still take place.

### **CALCULATING CHARGES**

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating.

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

### **REMISSIONS**

There will be no levy on those who can pay to support those who can't.

Parents who would qualify for support are those who are in receipt of Income Support, Income based Jobseeker's Allowance, support under part VI of the Immigration and Asylum Act 1999, Child Tax Credit, the guaranteed element of State Pension Credit.

Pupils in receipt of Early Years Pupil Premium will only be required to pay for 50% for trips. Additional reductions as per previous point.