

# BRENZETT CHURCH OF ENGLAND PRIMARY SCHOOL



<b>Name of Policy:</b>	<b>Charges and Remission Policy</b>	
<b>Date Written:</b>	September 2018	
<b>Date Updated:</b>	N/A 2019	
<b>Updated By Who:</b>	Head of School	
<b>Policy Originated from:</b>	Brenzett Primary School	
<b>Date To Be Reviewed:</b>	September 2020 or as appropriate	
<b>Policy Approved By:</b>	SLT:	
	Staff:	
	Governors:	

## Our Vision Statement:

At Brenzett Church of England Primary School, we will provide children with a purposeful, rich and holistic environment that puts community and family at its heart. We believe that children should be the aspirational champions of their own unique success, by providing them with life in abundance in the eyes of God.

## Brenzett Values Statement:

### 'Life in abundance'

*The thief comes only to steal and kill and destroy;  
I have come that they may have life, and have it in abundance. John 10:10*

## Our Key Christian Values are:

**Community:** The Believers Share: Acts 4: 32-35

**Compassion:** Jesus Heals a Sick Man: John 5: 1-15

**Friendship:** Two are better than one: Ecclesiastes 4: 9-10

**Forgiveness:** The Prodigal Son 15: 11-32

**Respect:** The Parable of the Good Samaritan; Luke 10: 25-37

**Trust:** Trusting in God: John 14: 1-6

## Statement of Intent

'Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish level and the Diocese of Canterbury.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers all pupils.'

## Inclusion and Equal Opportunities

This policy should be read while referencing our school's Single Equality Scheme. All children have equal access to the curriculum regardless of their race, gender, or disability. Our behaviour policy underpins all that we do at Brenzett and should be closely linked to our other policies.

The school day is defined as: 8.40am – 3:10pm

## **Roles and responsibilities of Head teacher, other staff, Governors**

**Governors** have pledged that in all situations, the inclusion of all pupils will be carefully considered, together with the value of trips and activities to their life experiences and education.

The **Head teacher** will ensure that the following applies:

### ***During the school day***

All activities that are a necessary part of the National Curriculum plus religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity.

### ***Education partly during the school day***

If a non-residential activity happens partly inside the school day and partly outside of it, there will be no charge if most of the time to be spent on the activity falls within the school day.

Conversely, if the bigger proportion of time spent falls outside of the normal school day, charges will be made where the activity is not part of the national curriculum. When such activities are arranged parents will be told how the charges were calculated.

### ***Residential visits***

Charges will be made on residential visits which are part of the national curriculum for board and lodging, except for pupils whose parents 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, provided the parent is not entitled to Working Tax Credit, the guaranteed element of State Pension Credit and an income related employment and support allowance that was introduced on 27 October 2008.

Other charges will be made to cover costs when the number of school sessions missed by the pupils total half or more of the number of half-days taken up by the activity and where the visit is not an essential part of the National Curriculum or part of an examination syllabus.

### ***Music Tuition***

Charges will be made for teaching an individual or group to play a musical instrument or to sing where the activity is not an essential part of the national curriculum or public examination syllabus.

### ***Optional activities outside of the school day***

We will charge for optional, extra activities provided outside of the school day, for example, after school sports activities. Participation in any optional extra activity will be on the basis of parental choice and a parental agreement will be a pre-requisite for the provision of any optional extra activity.

### **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, travel and accommodation of staff, and supply cover if required. There will be no levy on those who can pay to support those who can't. Support for cases of hardship will come through voluntary contributions and parents may be asked to apply using a simple form.

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, provided the parent is not entitled to Working Tax Credit, the guaranteed element of State Pension Credit and an income related employment and support allowance that was introduced on 27 October 2008.

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

### **Voluntary Contributions**

The staff and governors recognise the importance of activities, that while may not be an essential part of the curriculum, add value and enjoyment to the experiences of the children. However, it may be necessary for Voluntary contributions to be sought for such activities during the school day which entail additional costs, for example swimming.

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. If a particular activity cannot take place without some help from parents, this will be explained at the planning stage. An activity may be cancelled if not enough voluntary contributions are collected.

### **Arrangements for monitoring and evaluation**

The Governing body will monitor the impact of this policy by receiving on a termly basis, a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies. For example, pupil premium. Or PE funding.