



Parkside Middle School Charging & Remissions Policy

Introduction

Charges made by the school are covered by the Education Act 1996. This legislation ensures that no child is discriminated against in receiving the National and School's Curriculum by inability to pay. However, voluntary contributions may be invited towards a school activity.

It is the intention of the Governors, Headteacher and his staff to encourage a wide variety of activities for the children, which will enrich the basic education provided in school. Under the Education Act 1996, such activities can only continue upon receipt of sufficient contributions from parents.

There are circumstances when the school will make an exception on a payment we would normally expect to receive under the charging policy. We will ensure that we inform parents on low incomes and in receipt of benefits of the support available to them when being asked for contributions towards the cost of school activities. This policy is subject to changes in line with the policy of the L.E.A.

The school may not charge for items such as: -

- an admission application to any state funded school - paragraph 1.9 (n) of the 'School Admissions Code 2012' rules out requests for financial contributions as any part of the admissions process
- education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- educational activities provided outside school hours if it is part of the national curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education
- instrumental or vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent
- entry for a prescribed public examination, if the pupil has been prepared for it at the school
- examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school

The school may charge for items such as: -

- any materials, books, instruments, or equipment, where the child's parent wishes him/her to own them
- optional extras (please see the Department of Education's document 'Charging for school activities' for more information by following this link <https://www.gov.uk/government/publications/charging-for-school-activities>)
- music and vocal tuition individually or in a group to equate to the actual cost to the school (please follow the above link for more information)
- hire of musical instruments when provided for the above tuition
- repairs of damage or replacement caused by neglect of care
- replacement of equipment or correction of damage to school property caused by irresponsible action or trespass
- educational activities outside school hours where such a charge is appropriate
- the cost of board and lodging for residential activities unless parents are in receipt of support payments as detailed on the following page
- a finished product from craft or Home Economics lessons providing the parent has agreed in advance

Voluntary contributions

The school may ask parents for a voluntary contribution towards the cost of:

- Any additional activity that takes place during school hours
- School equipment
- School Fund. A request for a donation of £5 (single child) or £7.50 (more than one child) per family will be made in September each year.

The contribution is voluntary and the pupils of parents who are unable or unwilling to contribute may not be discriminated against. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then the activity must be cancelled.

School Trips and Visits

Should there be a surplus balance on a school trip or visit following all expenditure, if the amount is in excess of £2.00 per pupil or 2% of the initial cost, whichever is the higher. Then the monies would be refunded to the parents.

Residential Trips

The school is permitted to charge for the cost of board and lodgings during residential school trips. This cost must not exceed the actual cost of the provision.

Where the trip takes place wholly or mainly during school hours, children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges.

Your child might be able to get free school meals if you get any of the following:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)
- Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.
- Your child might also get free school meals if you get any of these benefits and your child is both:
 - younger than the [compulsory age for starting school](#)
 - in full-time education

If your child is eligible for free school meals, they'll remain eligible until they finish the phase of schooling (primary or secondary) they're in on 31 March 2022.

Remission

The Governors and Headteacher will discount *up to 50%* of the above charges relating to board and lodgings on Residential trips, for children whose parents fall into the above categories. The costs are to be borne by the school from their contingency funds and may be used to make up wholly or part of this discount.

Policy dated June 2018

Policy to be reviewed June 2020

Headteacher.....

Chair of Governors.....