

# **The Grange School**

## **Charging and Remissions Policy**

**September 2018**

**To review September 2021**

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## **Charging & Remissions Policy**

The Grange School endorses the principles of the 1988 Education Act in maintaining the right to free education for all children. The Act allows the school to request voluntary contributions in order to broaden the children's educational experience.

The school reserves the right to ask parents to make a voluntary contribution towards the costs involved in additional activities that are arranged during the year. Whilst non-contribution would not prejudice a pupil's place, the voluntary contributions received must be of a sufficient level to allow the activity to take place. Where an activity is residential or out-of-school hours, the entire costs of such activities will be charged to the parents or legal guardians of the children involved. Any parents or legal guardians who are experiencing financial difficulty will be encouraged to discuss this with the school in the first instance.

In respect of our out-of-school clubs, nominal charges may be made for costs associated with the running of the club; for example, ingredients for cookery and materials for special art projects such as pottery.

The school will cover accidental breakages of school property. Deliberate or wilful acts which result in breakage or damage to school property will be charged for at a rate appropriate to replacement costs. This will also apply if a child loses an item of school property. All voluntary contributions and charges will be invited through individual letters to parents.

### **Music Tuition**

Where children receive tuition from peripatetic staff, parents will be required to sign the Terms and Conditions document, undertaking to pay for the costs of the tuition for the academic year. If a child decides not to continue with these lessons at any point during the year, the parents will remain responsible for the costs of the tuition until a replacement pupil can be found for the time slot or one half terms notice is given in order to notify Northampton Music Service of the reduction of teaching time. Parents will be asked to pay for the full costs of the tuition at the beginning of each chargeable period before the lessons take place.

### **Self-Funded Nursery Places**

Where Nursery places for 2 year olds are funded by parents, parents will be required to sign a contract agreeing to a notice period of 4 weeks. This contract will also stipulate that payment should be made in advance. Places must be paid for before the beginning of the session. Places are secured by payment and so if payment is not made, the child will not be able to attend the nursery session. This venture is non-profit making and designed to optimise the Early Years experience for our toddlers and therefore, the rules around payment will have to be strictly implemented.

### **Other Charges**

The Head Teacher, Finance Committee or Full Governing Body may levy charges for miscellaneous services up to the cost of providing such services, for example, for providing a copy of an Ofsted report.

This Charging Policy will be subject to change pending the introduction of new Local Authority directives.

## **Remissions**

The school operates a system to help families on low income and have used the Local Authority's criteria for Free School Meals as the requirements to qualify. This means that all applications can be assessed on the same basis and in a fair manner. In order to be entitled to Free School Meals and financial support with educational visits, parents need to be in receipt of one of the following:

Income Support

Income-based Job Seekers Allowance

Child Tax Credit only (with a family income of less than £16,190 as assessed by HM Revenue and Customs)

National Asylum Seekers Support

Guarantee element of State Pension Credit

Employment and Support Allowance (Income-Related)

Receipt of Working Tax Credit does not qualify for Free School Meals.

The school issues each child in receipt of Pupil Premium, a voucher for £100, to help them meet additional costs of trips, music tuition, uniform etc.